

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Human Resources		(2) MEETING DATE 2/7/2012		(3) CONTACT/PHONE Tami Douglas-Schatz 781-5959	
(4) SUBJECT Resolution approving the new classification of Senior Computer Systems Technician and setting a salary range that will result in future salary savings.					
(5) RECOMMENDED ACTION It is recommended that the Board approve a resolution establishing the classification and setting the salary range of Senior Computer Systems Technician.					
(6) FUNDING SOURCE(S) Information Technology 114		(7) CURRENT YEAR FINANCIAL IMPACT \$0.00		(8) ANNUAL FINANCIAL IMPACT Savings of \$8,864.00 once both positions no longer have the 'confidential' designation	
(9) BUDGETED? Yes					
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation (Time Est. _____) <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business					
(11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			(12) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: n/a <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A		
(13) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) n/a			(14) W-9 <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
(15) LOCATION MAP N/A		(16) BUSINESS IMPACT STATEMENT? No		(17) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date _____	
(18) ADMINISTRATIVE OFFICE REVIEW Emily Jackson					
(19) SUPERVISOR DISTRICT(S) All Districts-					

County of San Luis Obispo



TO: Board of Supervisors

FROM: Human Resources / Tami Douglas-Schatz 781-5959

DATE: 2/7/2012

SUBJECT: Resolution approving the new classification of Senior Computer Systems Technician and setting a salary range that will result in future salary savings.

RECOMMENDATION

It is recommended that the Board approve a resolution establishing the classification and setting the salary range of Senior Computer Systems Technician.

DISCUSSION

At the request of the General Services Agency's Information Technology Division (ITD), the County's Human Resources Department (HR) recently completed a review of the job specifications associated with the ITD's mainframe computer operations. Two Senior Computer Systems Technician positions (both filled) currently assigned to this unit are allocated to "confidential" classifications. HR's review of these positions indicated that they do not meet the requirements of confidential positions as outlined in the County's Employee Relations Policy which defines a confidential employee as: "...[an employee] who contributes to the development or implementation of the County's employee relation's policies and who, in the course of his or her normal duties, has access to confidential information relating to the County's development of employer-employee relations policies." The positions studied by HR are not assigned duties that involve the County's employee relations policy. Typical duties for these positions include: scheduling and directing the work of Computer Systems Technicians who monitor the various processes of the County's mainframe computer system.

In keeping with the County's standard practice, the current confidential positions will be reallocated to the new, non-confidential class as they become vacant. This reallocation will be carried out in accordance with the administrative authority granted to HR by the Board of Supervisors in 2005.

The recommended salaries are appropriate for the classification's level of duties, complexity, independence and decision making authority and are consistent with the County's internal salary setting methodology.

OTHER AGENCY INVOLVEMENT/IMPACT

The Civil Service Commission approved this new class on September 28, 2011. The Administrative Office, General Services Agency and the Civil Service Commission support the establishment of this new classification.

FINANCIAL CONSIDERATIONS

Each position that is allocated to the new non-confidential classification will result in an annual savings of approximately \$4,432.00. At such time that both of the current confidential allocations are moved to their non-confidential counterparts, the annual cost savings to the County will be approximately \$8,864.00. The majority of the cost savings arise from the differential in benefit costs between the confidential and non-confidential bargaining units.

RESULTS

As positions become vacant, they will be reallocated to the new Senior Computer Systems Technician classification; replacing the existing Senior Computer Systems Technician-Confidential classification. The new classification defines the contemporary requirements of these positions and is consistent with the County's job classification plan.

ATTACHMENTS

1. Resolution to establish salary for Sr. Computer Systems Technician