



Legislation Details (With Text)

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On agenda: 7/26/2022 **Final action:**

Title: Director of Human Resources and Director of Planning, Building & Environmental Services request adoption of a Resolution amending the Departmental Allocation List for the Planning, Building & Environmental Services Department by adding one 1.0 full-time equivalent (FTE) Code Compliance Officer III and deleting one 1.0 FTE Planner III, effective August 6, 2022, with no increase in FTE, and a slight decrease to the County General Fund.

Sponsors: Human Resources – Division of CEOs Office

Indexes:

Code sections:

Attachments: 1. Resolution, 2. Correction Memorandum (added after meeting)

| Date | Ver. | Action By | Action | Result |
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TO: Board of Supervisors

FROM: Christine Briceño, Director of Human Resources

REPORT BY: Joy Cadiz, Senior Human Resources Analyst

SUBJECT: Adoption of a Resolution Amending the Departmental Allocation List for the Planning, Building & Environmental Services Department

RECOMMENDATION

Director of Human Resources and Director of Planning, Building & Environmental Services request adoption of a Resolution amending the Departmental Allocation List for the Planning, Building & Environmental Services Department by adding one 1.0 full-time equivalent (FTE) Code Compliance Officer III and deleting one 1.0 FTE Planner III, effective August 6, 2022, with no increase in FTE, and a slight decrease to the County General Fund.

EXECUTIVE SUMMARY

If approved, this request adds a 1.0 FTE Code Compliance Officer I/II/III to the Planning, Building & Environmental Services Department and deletes a 1.0 FTE Planner II/III. In 2018, the Code Compliance Officer classification series was created and the Planner allocations in the Code Compliance Division have been

replaced with Code Compliance Officers as vacancies arose. This action replaces the last Planner allocation with a Code Compliance Officer.

FISCAL & STRATEGIC PLAN IMPACT

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| Is there a Fiscal Impact? | Yes |
| Is it currently budgeted? | Yes |
| Is it Mandatory or Discretionary? | Discretionary |
| Discretionary Justification: | With the creation of the Code Compliance Officer classification series, the Planners that originally staffed the Code Compliance Division were reallocated as the positions were vacated. |
| Is the general fund affected? | Yes |
| Future fiscal impact: | The decrease cost of salary and benefits is approximately \$30,000 per fiscal year. The decreased cost of salaries and benefits for future fiscal years will be budgeted accordingly. |
| Consequences if not approved: | The most appropriate classification will not be allocated to the Code Compliance Division. |
| County Strategic Plan pillar addressed: | Effective and Open Government |

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

In 2018, the Code Compliance Officer classification series was created, and the Planner allocations in the Code Compliance Division have been replaced with Code Compliance Officers as vacancies arose. This action replaces the last Planner allocation with a Code Compliance Officer.

Therefore, the Director of Human Resources and the Director of Planning, Building & Environmental Services requests the deletion of a 1.0 FTE Planner III, and the addition of a 1.0 FTE Code Compliance Officer III effective August 6, 2022, with no net increase of FTEs, and a decrease to the General Fund.