



## Legislation Details (With Text)

**File #:** 20-0767      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 6/2/2020      **In control:** Board of Supervisors

**On agenda:** 7/14/2020      **Final action:** 7/14/2020

**Title:** District Attorney and Information Technologies recommending the Board adopt and authorize the Chair to sign Resolution 111-2020, amending the Authorized Personnel Allocation to:

- 1) Delete a vacant 1.0 FTE IT Customer Support Specialist I/II position from Information Technologies (IT);
- 2) Add 1.0 FTE Department Systems Analyst to the District Attorney (DA); and
- 3) Provide authorization to the Director of Human Resources, to make, if needed, any technical corrections to the authorized personnel allocations for IT and the DA.

FUNDING: General Fund.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Resolution Draft DA-IT Personnel Transfer 20-0767, 2. B - Blue Route - Reso DA-IT Personnel Transfer 20-0767, 3. C - Approved Resolution Add-Delete DA IT 20-0767, 4. Executed Resolution 111-2020

Date	Ver.	Action By	Action	Result
7/14/2020	1	Board of Supervisors	Approved	Pass

District Attorney and Information Technologies recommending the Board adopt and authorize the Chair to sign Resolution **111-2020**, amending the Authorized Personnel Allocation to:

- 1) Delete a vacant 1.0 FTE IT Customer Support Specialist I/II position from Information Technologies (IT);
- 2) Add 1.0 FTE Department Systems Analyst to the District Attorney (DA); and
- 3) Provide authorization to the Director of Human Resources, to make, if needed, any technical corrections to the authorized personnel allocations for IT and the DA.

**FUNDING:** General Fund.

### DISCUSSION / BACKGROUND

The District Attorney has a vital need for a Department Systems Analyst to provide a higher level of direct support to the programs maintained by the District Attorney's Office. The Department Systems Analyst will be able to rapid responses to the department's needs and will provide ongoing support for the District Attorney's technical programs and case management systems.

As duties are shifting from the information Technologies Department to the District Attorney's Office, IT will not fill their vacant IT Customer Support Specialist I/II position.

Attachment C is the approved resolution reflecting the changes to the personnel allocation. This resolution will be effective the first pay period following adoption.

### ALTERNATIVES

The Board could decline to adopt the recommended allocation change and maintain the current personnel structure.

**PRIOR BOARD ACTION**

N/A

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Human Resources

**CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

**FINANCIAL IMPACT**

The removal of a 1.0 FTE IT Customer Support Specialist I/II position in the IT department reduces salary and benefit appropriations by approximately \$108,156 annually (as budgeted). The addition of a Department Systems Analyst to the DA will cost approximately \$123,359 annually (as budgeted). Overall, the deletion of an IT Customer Support Specialist I/II and the addition of a Department System Analyst is an increase of \$15,203 annually. In order to not change the overall net county cost, Information Technologies has agreed to reduce their department budget \$15,203. The personnel allocation changes will be included in the final Adopted Budgets for IT and the DA, along with the specific reduction to the IT budget of \$15,203, so that no change to net county cost will occur.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Upon Board adoption and approval, please provide a copy of the fully executed resolution to Katie Lee in Human Resources.

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

Vern R. Pierson, District Attorney

Tonya DiGiorno, Director of Information Technologies