



## Legislation Details (With Text)

**File #:** 19-1599      **Version:** 1

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

**File created:** 10/17/2019      **In control:** Board of Supervisors

**On agenda:** 11/5/2019      **Final action:** 11/5/2019

**Title:** Health and Human Services Agency recommending the Board adopt and authorize the Chair to sign Resolution 195-2019, amending the Authorized Personnel Allocation Resolution (105-2019), thereby deleting 1.0 Full Time Equivalent (FTE) Social Service Program Manager and adding 1.0 FTE Program Manager - Protective Services.

FUNDING: General Fund.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Approved Contract Routing Sheet Personnel Allocation 11/5/19, 2. B - Final Resolution SSPM-PMPS 11/5/19, 3. Executed Resolution 195-2019

Date	Ver.	Action By	Action	Result
11/5/2019	1	Board of Supervisors	Approved	Pass

Health and Human Services Agency recommending the Board adopt and authorize the Chair to sign Resolution **195-2019**, amending the Authorized Personnel Allocation Resolution (105-2019), thereby deleting 1.0 Full Time Equivalent (FTE) Social Service Program Manager and adding 1.0 FTE Program Manager - Protective Services.

**FUNDING:** General Fund.

**DISCUSSION / BACKGROUND**

On June 25, 2019 the Board of Supervisors approved the Personnel Allocation Resolution #1105-2019 (File ID:19-0997, Agenda No. 5) which reflects HHSA’s personnel allocation to include the following positions; 6.0 FTE Social Service Program Manager and 0.0 FTE Program Manager - Protective Services.

The classification that was previously being utilized in Public Guardian was a Social Services Program Manager. The incumbent that held that classification has since left and in considering how to fill the vacancy, it was determined that the classification of Program Manager - Protective Services is the appropriate classification to fulfill the duties that the previous incumbent was performing in Public Guardian. To fulfill this need, HHSA requested to overfill a vacant Program Assistant allocation with a Program Manager - Protective Services allocation at which time recruitment was conducted and a selection was made. The overfill will be eliminated if the Board approves the deletion of 1.0 FTE Social Services Manager and addition of 1.0 FTE Program Manager - Protective Services.

Working directly with the Human Resources Department, HHSA has developed the attached Personnel Allocation Resolution which was approved by County Counsel on October 16, 2019. The proposed change would delete 1.0 FTE Social Services Program Manager and add 1.0 FTE Program

Manager - Protective Services.

**ALTERNATIVES**

The Board could decline to adopt and authorize the Chair to sign the attached Personnel Allocation, thereby retaining the current allocations.

**PRIOR BOARD ACTION**

19-0997, Agenda Item No. 5; June 25, 2019

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Human Resources and County Counsel

**CAO RECOMMENDATION**

It is recommended that the Board approve this item.

**FINANCIAL IMPACT**

Since both classifications have identical salary range, there is no change to Net County Cost.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Obtain signature of Chair on attached Resolution ###-2019.
- 2) Provide one (1) certified Resolution to HHSA-Contracts at 3057 Briw Rd and one (1) certified Resolution to Katie Lee Human Resources at 330 Fair Lane.

**STRATEGIC PLAN COMPONENT**

N/A

**CONTACT**

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