



Legislation Details (With Text)

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Title: Human Resources Department and the Surveyor’s Office recommending the Board revise the Geographic Information Systems Analyst I/II class specifications.

FUNDING: N/A

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - GIS Analyst I-II REDLINE.pdf, 2. B - GIS Analyst I-II FINAL.pdf

Date	Ver.	Action By	Action	Result
5/21/2024	1	Board of Supervisors	Approved	Pass

Human Resources Department and the Surveyor’s Office recommending the Board revise the Geographic Information Systems Analyst I/II class specifications.

FUNDING: N/A

DISCUSSION / BACKGROUND

The Human Resources Department, in collaboration with the Surveyor's Office, has conducted a comprehensive review and update of the class specifications for the Geographic Information Systems (GIS) Analyst I/II positions. This initiative was undertaken to ensure that the job descriptions accurately reflect the current roles and responsibilities of the positions as they have evolved within the county's operational framework.

During the review, it was observed that the scope of work and the complexity of tasks associated with the GIS Technician roles substantially overlaps with those of the GIS Analyst positions. Specifically, functions such as processing road name changes and maintaining the computer database of addresses, and user support are increasingly required across both roles. To address this overlap and to leverage the expertise more efficiently across county operations, it was deemed necessary to integrate these functions formally into the GIS Analyst I/II class specifications.

These changes aim to enhance service delivery by clearly defining responsibilities, facilitating more strategic staffing decisions, and ensuring that personnel are equipped with the necessary guidance to meet the county’s GIS needs effectively. The revised class specifications will support our ongoing efforts to optimize the effectiveness of the GIS functions and to provide our staff with clear pathways for professional development and career advancement.

ALTERNATIVES

The Board could choose not to approve the recommendation and direct Human Resources to make revisions or conduct additional analysis.

PRIOR BOARD ACTION

18-1472 - Previous revisions to the Geographic Systems Analyst I/II classes.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Surveyor's Office
Public Employees, Local #1

CAO RECOMMENDATION

Approve as recommended.

FINANCIAL IMPACT

None

CLERK OF THE BOARD FOLLOW UP ACTIONS

None

STRATEGIC PLAN COMPONENT

Workforce Excellence

CONTACT

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