



Legislation Text

File #: 10-1056, **Version:** 1

Chief Administrative Office, Department of Transportation and Human Resources recommending the Board consider the following:

- 1) Adopt the revised job specification for the Assistant Director of Transportation;
- 2) Adopt the salary schedule for the Assistant Director of Transportation; and
- 3) Adopt the amended personnel allocation resolution deleting one Deputy Director of Engineering and adding one Assistant Director of Transportation.

Background: During the Budget Hearings on Monday, September 20, 2010, the Board was presented a proposal to reorganize the Department of Transportation in order to more efficiently deliver projects, eliminate conflicting priorities between divisions, and to reduce project delivery costs. As a part of that presentation, DOT recommended that an Assistant Director classification be added to its organizational structure. The CAO and DOT recommend that the Board approve an Add/Delete of an Assistant Director/ Deputy Director Engineering, to begin implementation of the new DOT organization. This position will assist the Director in evaluating the staffing and programs of the department.

The attached resolution incorporates the changes at the Assistant Director level discussed during that presentation to the Board. The CAO and DOT intend to return to your Board in the near future with amended personnel allocation resolution(s) to further implement this reorganization by addressing span of control and reductions of administrative processes. The job description for the Assistant Director has been amended to reflect a stronger engineering focused background for the position. The salary has been updated as necessary to reflect changes to the salary structure in the County that have occurred since this classification was last used.

Attached is an amended personnel allocation resolution deleting 1 filled Deputy Director, Engineering, position, and adding 1 Assistant Director position for a net reduction/increase of 0 FTE's. The filled position will be subject to a reduction in force process. Every effort will be made to place RIF'd employees in other vacant county positions.

Action to be taken following Board approval: Board Chairman to sign the amended personnel allocation resolution and forward to Human Resources for implementation.

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