



## Legislation Details (With Text)

**File #:** 20-0966 **Version:** 1

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

**File created:** 7/15/2020 **In control:** Board of Supervisors

**On agenda:** 7/21/2020 **Final action:** 7/21/2020

**Title:** Information Technologies Department recommending the Board adopt and authorize the Chair to sign Resolution 117-2020 to:  
1) Delete 2.0 filled Full Time Equivalent (FTE) Deputy Director of Information Technologies (IT) allocations; and  
2) 2) Authorize the Human Resources Department to initiate the reduction in force process.

**FUNDING:** Reduction in General Fund costs.

### Sponsors:

### Indexes:

### Code sections:

**Attachments:** 1. A - RIF Resolution IT 2.0 Dep Director 2020, 2. B - Blue Route 20-0966, 3. Public Comment BOS Rcvd 7-17-20, 4. Public Comment BOS Rcvd 7-20-20, 5. Executed Resolution 117-2020

Date	Ver.	Action By	Action	Result
7/21/2020	1	Board of Supervisors	Approved	Pass

Information Technologies Department recommending the Board adopt and authorize the Chair to sign Resolution **117-2020** to:

- 1) Delete 2.0 filled Full Time Equivalent (FTE) Deputy Director of Information Technologies (IT) allocations; and
- 2) 2) Authorize the Human Resources Department to initiate the reduction in force process.

**FUNDING:** Reduction in General Fund costs.

### DISCUSSION / BACKGROUND

On June 22, 2020 (Item 1, Legistar 20-0781) the Board directed departments to prepare budget scenarios to reduce their Fiscal Year (FY) 2020-21 budgeted Net County Cost by 5%, as a result of the projected fiscal impact of the COVID-19 pandemic, identifying the total dollar savings, the potential reduction in Full Time Equivalent positions and service level impacts. The Information Technologies (IT) Department FY 2020-21 Net County Cost Recommended Budget is \$10,695,425. A 5% reduction to this would result in a reduction of \$534,771.

Additionally, the IT Department has been in the process of restructuring to realign the business functions which will aid in Project Portfolio management, Resource Management, Risk and Issue Management, Standardization of Project Management practices and overall governance of IT initiatives throughout the County. In May 2020, the IT Department merged development and planning teams to build depth in knowledge and skills, and to provide consistency in planning documentation and communication.

Due to the projected reduction in County revenues and in an effort to right-size the IT Department, it is recommended that the workforce be reduced, eliminating the filled 2.0 FTE Deputy Director of Information Technologies positions to streamline the communication. A recruitment has been

completed for the Assistant Director of IT position and the candidate is expected to start employment on August 3<sup>rd</sup> focusing in the key areas of Security, Infrastructure, Planning and System Development. Given the reorganization of the IT Department to satisfy modern IT needs, which are cross departmental, project-based, creating the need for matrixed teams from both divisions, rather than organized pursuant to pre-existing divisions, there is no longer need for a Deputy Director level within the IT department. Elimination of the Deputy Director level within IT is accordingly the most logical choice to reduce costs in light of present budget constraints and to minimize impact to the IT department.

This Reduction in Force will follow County approved policies and procedures as required by the Memorandum of Understanding between the County and the affected labor organization.

### **ALTERNATIVES**

Should the Board decline to approve this recommendation, the IT personnel allocation will remain unchanged and the cost savings associated with this recommendation will need to be identified in other departments or programs.

### **PRIOR BOARD ACTION**

N/A

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Human Resources, Managers' Association

### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

### **FINANCIAL IMPACT**

This will result FY 2020-21 savings of approximately \$204,101. Ongoing annual savings will be approximately \$325,000.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

Upon Board approval, please provide a copy of the fully executed Resolution to Information Technologies (Attention: Tonya Digiorno) and Human Resources (Attention: Katie Lee).

### **STRATEGIC PLAN COMPONENT**

Good Governance

### **CONTACT**

Tonya Digiorno, Director of Information Technologies