County of El Dorado

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Legislation Details (With Text)

File #:	11-0340	**Version:** 1	
Type:	Agenda Item	**Status:**	Adopted
File created:	3/24/2011	**In control:**	Board of Supervisors
On agenda:	4/19/2011	**Final action:**	4/19/2011

Title: Human Resources Department recommending the Board take the following actions:
1) Adopt a Resolution establishing the job specification, salary range and bargaining unit designation for an Assistant Director of Health Services classification; and
2) Amend the County's Authorized Personnel Allocation Resolution to add 1.0 FTE Assistant Director of Health Services position in the Health Services Department.

FUNDING: Primarily funded by state and federal health and mental health funds and realignment. Resolution 063-2011

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Resolution.pdf, 2. B - Job Description.pdf, 3. C - Fully executed Resolution 063-2011

Date	Ver.	Action By	Action	Result
4/19/2011	1	Board of Supervisors	Adopted	Pass

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Resolution 063-2011

BUDGET SUMMARY:		
Total Estimated Cost	Annual, Step 3	$161,784
	(salary & benefits)	
Funding		
Budgeted	$0	*Not incl. in FY 2010/11*
New Funding	$161,784	*To be incl. in FY 2011/12*
Savings	$	
Other	$	
Total Funding Available	$161,784	
Change To Net County Cost		$0

Fiscal Impact/Change to Net County Cost:
This cost of this position will be split between Public Health and Mental Health funding streams. Although funding for the position was not included in the Department's FY 2010/11 budget, there is

sufficient salary savings in the current year to fund this position should it be filled prior to June 30, 2011.

Background:
Prior to the creation of a combined the Health Services Department, health services and mental health services were provided separately in the Public Health Department and the Mental Health Department. At that time, each department was staffed with a department head and assistant department head. When the Public Health and Mental Health Departments were combined, they were placed under one department head with management support provided by assistant department heads solely responsible for their respective divisions, either Mental Health or Public Health.

Reason for Recommendation:
Based on the depth, breadth and complexity of programs in the Health Services Department, and the administrative management support they require, it has been determined that additional management oversight relative to both Mental Health and Public Health divisions is necessary. The appropriate classification, as determined by Human Resources and the Chief Administrative Office, to provide that level of oversight is the Assistant Director of Health Services. The Assistant Director of Health Services will report directly to the Health Services Director and will be deployed as needed in either division, or in general support of the Director. The position will function much like the Assistant Director of Human Services and the recommended salary is equal to the Human Services Assistant Director position.

Action to be taken following Board approval:
1) Human Resources will ensure that the approved class specification is added to the County's website and amend the Salary Schedule.
2)   Human Resources will work with the Health Services Director and Chief Administrative Office to develop an appropriate recruitment plan and fill the position.

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