



## Legislation Text

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**File #:** 18-0525, **Version:** 1

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Chief Administrative Officer and Auditor-Controller recommending the Board extend the stipend of \$468.92 per pay period to Mr. Pierson for his continued role as the contract administrator of the Tyler Contract (e.g., FENIX) and as an Executive Sponsor of the FENIX project, through the last full pay period in December 2018.

**FUNDING:** General Fund.

**DEPARTMENT RECOMMENDATION:**

Chief Administrative Officer and Auditor-Controller recommending the Board extend the stipend of \$468.92 per pay period to Mr. Pierson for his continued role as the contract administrator of the Tyler Contract (e.g., FENIX) and as an Executive Sponsor of the FENIX project, through the last full pay period in December 2018.

**DISCUSSION/BACKGROUND:**

According to Section 2.4 of the FENIX project Charter, Project Investment, additional resources including stipends were included in the total project budget. As part of the Board item approving the purchase and implementation of the FENIX project, the Board delegated approval authority to a 2/3 vote of the Executive Steering Committee for certain actions, including salary stipends in an amount not to exceed 15% of current salary, to staff who are determined to be essential to implementation and will be expected to devote a significant amount of time to the implementation in addition to their assigned responsibilities.

The Executive Steering Committee is made up of the CAO, the Auditor-Controller, and the District Attorney. Since the stipend is for a member of the Executive Steering Committee, the decision to approve the stipend was deferred to the Board. On April 11, 2017, the Board adopted Resolution 066-2017, authorizing a stipend amount totaling 6.6% of base salary to Mr. Pierson, resulting in no impact to his current salary, for his continued role as the contract administrator of the Tyler Contract (e.g., FENIX) and as an Executive Sponsor of the FENIX project. This 6.6% of base salary was equal to \$468.92 per pay period. The item indicated that a review of the suitability of this stipend shall occur following the full implementation of the FENIX system and after no more than one year following Board approval.

Mr. Pierson continues to serve as the contract administrator for the Tyler (i.e., FENIX) contract as well as serve as an Executive Sponsor of the FENIX project. The financial module, including procurement and project ledger, became live in January 2018. The HR/Payroll module is now scheduled to go-live in December 2018. Considering the implementation of the project has made significant process over the past year with the successful implementation of the financial and procurement modules, for continuity purposes and the success of the project, it is recommended that the stipend be extended through the last pay period of December 2018 in order to compensate Mr. Pierson for his continued involvement in the implementation of FENIX as the contract administrator.

**ALTERNATIVES:**

The Board may choose not to approve the extension of the FENIX stipend, or choose to adjust the stipend amount.

**OTHER DEPARTMENT/AGENCY INVOLVEMENT:**

Not applicable.

**FINANCIAL IMPACT:**

If the Board chooses to approve the recommendation, it will result in an additional compensation cost of approximately \$8,500.

**STRATEGIC PLAN COMPONENT:**

Good Governance

**CONTACT:**

Don Ashton, Chief Administrative Officer