



## Legislation Text

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**File #:** 21-1879, **Version:** 1

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Chief Administrative Officer recommending the Board adopt and authorize the Chair to sign Resolution **175-2021** amending the current Personnel Allocation Resolution to delete 1.0 full time equivalent vacant Sr. Administrative Analyst allocation in the Chief Administrative Office that was added on August 31, 2021 to serve as the American Rescue Plan Act Ombudsman.

**FUNDING:** American Rescue Plan Act.

### **DISCUSSION / BACKGROUND**

On July 13, 2021, with Legistar item 21-1080, the Board directed staff to amend the Personnel Allocation Resolution to include an American Rescue Plan Act (ARPA) Ombudsman position and an ARPA administrative support position. On August 31, 2021, with Legistar item 21-1399, the Board approved Resolution 109-2021 to add 1.0 full time equivalent (FTE) Sr. Administrative Analyst allocation in the Chief Administrative Office to serve as the ARPA Ombudsman and 1.0 FTE Administrative Analyst Supervisor as the ARPA administrative support position. Recruitment for the Sr. Administrative Analyst-ARPA Ombudsman position was pending Board direction on the ARPA spending plan and the resultant complexity of the plan.

The Board approved a spending plan for the ARPA funding on November 9, 2021 with Legistar item 21-1680 version 2. The approved allocation did not include the Sr. Administrative Analyst Ombudsman position as the overall complexity of the spending plan did not warrant the addition of the ombudsman position. Resolution 175-2021 is being brought to the Board for approval to remove the vacant 1.0 FTE Sr. Administrative Analyst ombudsman allocation.

### **ALTERNATIVES**

The Board could not approve the Resolution and direct staff to find an alternative.

### **PRIOR BOARD ACTION**

See above.

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

Human Resources  
County Counsel

### **FINANCIAL IMPACT**

Staff are currently working with the agencies and departments who were allocated ARPA funding to draft a budget transfer to update the Fiscal Year 2021-22 Budget to reflect the Board-approved ARPA spending plan. Appropriations for the Sr. Administrative Analyst ombudsman position was added to the Chief Administrative Office Administration and Budget Division with the Fiscal Year 2021-22 Adopted Budget. The \$114,000 in salary and benefit appropriations and ARPA funding contribution will be removed from the Administration and Budget Division budget as part of the budget transfer appropriating the Board-approved spending plan. It is anticipated the ARPA spending plan budget transfer will be brought to the Board in early 2022.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Provide a copy of the executed resolution to Human Resources.

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

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