



Legislation Text

File #: 22-1680, **Version:** 1

Information Technologies (IT) Department recommending the Board approve and authorize a sixty (60) day transition overlap for the position of Supervising IT Analyst, in accordance with El Dorado County Personnel Rules, Part 11-Appointments, Section 1106-Training/Transition Overlap.

FUNDING: General Fund.

DISCUSSION / BACKGROUND

The current Supervising IT Analyst for the Desktop and Customer Support Team has submitted a resignation notice effective December 29, 2022. This position requires extensive understanding of County processes and procedures, along with department and team specific expertise. To ensure the best opportunity for a successful transition of duties and departmental knowledge, Information Technologies is requesting a sixty (60) day overlap window to maximize the time available for training and handoff to the future Supervising IT Analyst.

El Dorado County Personnel Rules, Part 11-Appointments, Section 1106-Training/Transition Overlap allows for the Chief Administrative Officer and Director of Human Resources to approve requests for a thirty (30) day transition and training overlap. However, due to the complexity of this position, and the scope of services requiring comprehension and proficiency, IT is requesting the Board approve a sixty (60) day transition period.

ALTERNATIVES

Should the Board decline the request for the sixty (60) day overlap of the Supervising IT Analyst position to provide sufficient time for training and transition, IT would have less opportunity to ensure the new Supervisor would be fully versed in this complex position.

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Human Resources

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

There is no impact to Net County Cost associated with this Board item. The estimated cost for up to sixty (60) days of overlap is \$23,900, and this cost will be covered by salary savings within the IT budget.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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