

APPROVED
BOARD OF SUPERVISORS
By Reso No. 3 2019-0797
NOV 19 2019
BY Alorence Jones 2019-0798 AAR
Clerk of the Board

**COUNTY OF SACRAMENTO
CALIFORNIA**

10

For the Agenda of:
November 19, 2019

To: Board of Supervisors

Through: Navdeep S. Gill, County Executive

From: Rami Zakaria, Chief Information Officer

Subject: Salary Resolution Amendment To Reallocate 28 Positions And Add Three Positions In The Department Of Technology (SRA No. 2020-068B) And An Appropriation Adjustment Request In The Amount of \$300,000 (AAR No. 2020-2017)

District(s): All

RECOMMENDED ACTION

1. Approve the attached Salary Resolution Amendment, including recommended changes to the Sacramento County Conflict of Interest Code:
 - a) Reallocate 1.0 FTE Principal Information Technology Analyst HOLD position to an Information Technology Business Systems Analyst Lv 2
 - b) Reallocate 1.0 FTE Principal Information Technology Analyst HOLD position to an Information Technology Infrastructure Analyst Lv 2
 - c) Reallocate 1.0 FTE Senior Geographic Information System Analyst HOLD to an Information Technology Infrastructure Analyst Lv 2
 - d) Reallocate 4.0 FTE Senior Information Technology Analyst HOLD positions to Information Technology Applications Analyst 3
 - e) Reallocate 4.0 FTE Senior Information Technology Analyst HOLD positions to Information Technology Applications Analyst Lv 2
 - f) Reallocate 1.0 FTE Supervising Information Technology Analyst position to an Information Technology Business Systems Analyst 3
 - g) Reallocate 1.0 FTE Senior Information Technology Analyst HOLD position to an Information Technology Business Systems Analyst Lv 2
 - h) Reallocate 5.0 FTE Senior Information Technology Analyst HOLD positions to Information Technology Infrastructure Analyst 3
 - i) Reallocate 1.0 FTE Senior Information Technology Analyst HOLD position to an Information Technology Infrastructure Analyst Lv 2
 - j) Reallocate 2.0 FTE Supervising Information Technology Analyst positions to Information Technology Applications Analyst 3
 - k) Reallocate 1.0 FTE Accounting Technician position to a Senior Account Clerk

Salary Resolution Amendment To Reallocate 28 Positions And Add Three Positions In The Department Of Technology (SRA No. 2020-068B) And An Appropriation Adjustment Request In The Amount of \$300,000 (AAR No. 2020-2017)

Page 2

- l) Reallocate 1.0 FTE Information Technology Manager position to a Geographic Information Systems Analyst 3
 - m) Reallocate 2.0 FTE Information Technology Technician 3 positions to Information Technology Systems Support Specialist Lv 2
 - n) Reallocate 1.0 FTE Information Technology Technician Lv 2 position to an Information Technology Infrastructure Analyst Lv 2
 - o) Reallocate 1.0 FTE Information Technology Technician Lv 2 position to an Information Technology Systems Support Specialist Lv 2
 - p) Reallocate 1.0 FTE Information Technology Manager position to an Information Security Manager
 - q) Add 3.0 FTE Information Technology Systems Support Specialist Lv 2 positions
2. Approve the attached AAR transferring \$300,000 from salary and benefits accounts to the services/supplies accounts.

BACKGROUND

At the request of the Department of Technology (DTech), an Information Technology class study was completed. The intent of the study was to create an efficient and clear organizational structure for information technology functions within the County. The study identified several information technology classes that needed to be redefined to better meet the needs of the County. The study recommended abolishing, retitling, and adding classes plus designating some classes as HOLD classes to be reassigned to different levels through attrition.

Since the Board's approval of the final phase of the class study on April 9, 2019 the DTech has continued to evaluate the organization to determine where staffing and service delivery changes can be made to achieve operational efficiencies. Through this process the DTech identified the need for an Information Security Manager to develop and manage the County's information security plan. This request is to reallocate many of the vacated HOLD classifications and other classifications plus add three additional FTE to the newly created classification of Info Tech Systems Support Specialist Lv 2. Two of the additional Information Technology Systems Support Specialist positions will be used to replace contractors with permanent employees, resulting in a reduction in contractor spending. The remaining Information Technology Systems Support Specialist position will be used to replace an analyst level position when the next vacancy occurs in our Field Services section and the cost will be offset by an increase in salary savings.

Salary Resolution Amendment To Reallocate 28 Positions And Add Three Positions In The Department Of Technology (SRA No. 2020-068B) And An Appropriation Adjustment Request In The Amount of \$300,000 (AAR No. 2020-2017)

Page 3

These changes will help to create an organizational structure with more clearly defined levels of expertise that allows for the most efficient assignment of duties and also provides employees with internal support through the use of technical leads.

The DTech still has 37.0 FTE in positions with the HOLD designation. The DTech will continue to request to have positions reclassified as they become vacant.

The Political Reform Act requires governmental agencies to identify and designate those positions and offices within the organization which are subject to conflict of interest disclosure. After careful review of the FPPC requirements and Sacramento County's decision tool the department recommends that the Board of Supervisors amend the Conflict of Interest Code for the listed positions below in this Salary Resolution Amendment.

Additions		Disclosure Categories					
Job Title	Position ID	A	B	C	D	E	F
Senior Account Clerk	107225	X		X			
Information Security Manager	101933	X		X			
Deletions							
Job Title	Position ID						
Principal Information Technology Analyst HOLD	107398						
Senior Information Technology Analyst HOLD	125010						
Senior Information Technology Analyst HOLD	115465						
Senior Information Technology Analyst HOLD	127433						
Senior Information Technology Analyst HOLD	127434						
Senior Information Technology Analyst HOLD	128927						
Senior Information Technology Analyst HOLD	121310						
Supervising Information Technology Analyst	113290						
Information Technology Manager	102380						
Information Technology Manager	101933						

The DTech utilized contractors to meet operational needs while evaluating the organizational structure. The DTech requests approval of the attached AAR to transfer salary savings from the salaries and benefits account to the services/supplies account, specifically for data processing services. Without this appropriation adjustment DTech will have to use contractor funding that is intended for projects, resulting in a reduction to contracted labor that is available for projects.

Salary Resolution Amendment To Reallocate 28 Positions And Add Three Positions In The Department Of Technology (SRA No. 2020-068B) And An Appropriation Adjustment Request In The Amount of \$300,000 (AAR No. 2020-2017)

Page 4

FINANCIAL ANALYSIS

The recommended changes will result in an ongoing annual cost savings of \$288,842 (\$42,071 savings in Salary partially offset by a \$14,637 increase in benefit costs, \$99,408 in salary savings plus \$162,000 in contractor spending) for DTech. The requested transfer of \$300,000 in salary savings from the salaries and benefits account to the services/supplies account has no impact on the approved total appropriations in the Fiscal Year 2019-20 Adopted Budget.

Attachment(s):

SRA – Salary Resolution Amendment

ATT 1 – SRA No. 2020-068B Add Delete Sheet

AAR - AAR No. 2020-2017

RESOLUTION NO. 2019-0797

WHEREAS, Salary Resolution No. 2000-0877 is amended as specified in the attached pages(s).

WHEREAS, except as amended by this resolution, said Annual Salary Resolution shall remain in full force and effect.

NOW, THEREFORE, the Board of Supervisors, County of Sacramento, resolves and determines the effective date of each amendment will be specifically set forth in the attached page(s).

On a motion by Supervisor Nottoli, seconded by Supervisor Frost, the foregoing Resolution was passed and adopted by the Board of Supervisors of the County of Sacramento this 19th day of November, 2019, by the following vote, to wit:

AYES: Supervisors Frost, Nottoli, Serna, Kennedy

NOES: None

ABSENT: Supervisor Peters

ABSTAIN: None

RECUSAL: None

(PER POLITICAL REFORM ACT (§ 18702.5.))

In accordance with Section 25103 of the Government Code of the State of California a copy of the document has been delivered to the Chair of the Board of Supervisors, County of Sacramento on 11.19.19

By: J. Peters
Deputy Clerk, Board of Supervisors



Pat O'Rourke

Chair of the Board of Supervisors
of Sacramento County, California

ATTEST: Florence Evans

Clerk, Board of Supervisors

FILED
BOARD OF SUPERVISORS

NOV 19 2019
Florence Evans
Clerk of the Board

SRA #2020-068B

FY 2019-20

Effective Date: November 24, 2019

SECTION 39 - TECHNOLOGY

Action	Pos ID	Job ID	Job Title	Pos Type	FTE	Job Subtotal
Delete	107225	27610	Accounting Technician	Perm FT	(1.0)	
						(1.0)
Delete	101933	27514	Information Technology Manager	Perm FT	(1.0)	
Delete	102380	27514	Information Technology Manager	Perm FT	(1.0)	
						(2.0)
Delete	113317	27521	Information Technology Technician 3	Perm FT	(1.0)	
Delete	116547	27521	Information Technology Technician 3	Perm FT	(1.0)	
						(2.0)
Delete	100702	27522	Information Technology Technician Level 2	Perm FT	(1.0)	
Delete	108607	27522	Information Technology Technician Level 2	Perm FT	(1.0)	
						(2.0)
Delete	107398	27515	Principal Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	129597	27515	Principal Information Technology Analyst HOLD	Perm FT	(1.0)	
						(2.0)
Delete	106980	29292	Senior Geographic Information Systems Analyst HOLD	Perm FT	(1.0)	
						(1.0)
Delete	101352	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	103019	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	103461	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	103664	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	105342	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	108352	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	113286	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	113905	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	115465	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	121310	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	

SRA #2020-068B

FY 2019-20

Effective Date: November 24, 2019

SECTION 39 - TECHNOLOGY

Action	Pos ID	Job ID	Job Title	Pos Type	FTE	Job Subtotal
Delete	125007	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	125010	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	127433	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	127434	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
Delete	128927	27516	Senior Information Technology Analyst HOLD	Perm FT	(1.0)	
						(15.0)
Delete	107364	29589	Supervising Information Technology Analyst	Perm FT	(1.0)	
Delete	113290	29589	Supervising Information Technology Analyst	Perm FT	(1.0)	
Delete	118227	29589	Supervising Information Technology Analyst	Perm FT	(1.0)	
						(3.0)
				Position FTE Total	(28.0)	(28.0)

SRA #2020-068B

FY 2019-20

Effective Date: November 24, 2019

SECTION 39 - TECHNOLOGY

Action	Pos ID	Job ID	Job Title	Pos.Type	FTE	Job Subtotal
Add	107225	27541	Senior Account Clerk	Perm FT	1.0	1.0
Add	101933	29612	Information Security Manager	Perm FT	1.0	1.0
Add	102380	29611	Geographic Information Systems Analyst 3	Perm FT	1.0	1.0
Add	113317	27519	Information Technology Systems Support Specialist Level 2	Perm FT	1.0	1.0
Add	116547	27519	Information Technology Systems Support Specialist Level 2	Perm FT	1.0	1.0
Add	100702	27519	Information Technology Systems Support Specialist Level 2	Perm FT	1.0	3.0
Add	108607	29606	Information Technology Infrastructure Analyst Level 2	Perm FT	1.0	1.0
Add	107398	29606	Information Technology Infrastructure Analyst Level 2	Perm FT	1.0	2.0
Add	129597	28919	Information Technology Business Systems Analyst Level 2	Perm FT	1.0	1.0
Add	106980	29606	Information Technology Infrastructure Analyst Level 2	Perm FT	1.0	1.0
Add	101352	29608	Information Technology Applications Analyst 3	Perm FT	1.0	1.0
Add	103019	29602	Information Technology Infrastructure Analyst 3	Perm FT	1.0	1.0
Add	103461	29608	Information Technology Applications Analyst 3	Perm FT	1.0	1.0
Add	103664	28919	Information Technology Business Systems Analyst Level 2	Perm FT	1.0	1.0
Add	105342	29610	Information Technology Applications Analyst Level 2	Perm FT	1.0	1.0

SRA #2020-068B

FY 2019-20

Effective Date: November 24, 2019

SECTION 39 - TECHNOLOGY

Action	Pos ID	Job ID	Job Title	Pos.Type	FTE	Job Subtotal
Add	108352	29606	Information Technology Infrastructure Analyst Level 2	Perm FT	1.0	1.0
Add	113286	29610	Information Technology Applications Analyst Level 2	Perm FT	1.0	
Add	113905	29610	Information Technology Applications Analyst Level 2	Perm FT	1.0	
Add	115465	29610	Information Technology Applications Analyst Level 2	Perm FT	1.0	3.0
Add	121310	29602	Information Technology Infrastructure Analyst 3	Perm FT	1.0	1.0
Add	125007	29608	Information Technology Applications Analyst 3	Perm FT	1.0	
Add	125010	29608	Information Technology Applications Analyst 3	Perm FT	1.0	2.0
Add	127433	29602	Information Technology Infrastructure Analyst 3	Perm FT	1.0	
Add	127434	29602	Information Technology Infrastructure Analyst 3	Perm FT	1.0	
Add	128927	29602	Information Technology Infrastructure Analyst 3	Perm FT	1.0	3.0
Add	107364	28918	Information Technology Business Systems Analyst 3	Perm FT	1.0	1.0
Add	113290	29608	Information Technology Applications Analyst 3	Perm FT	1.0	
Add	118227	29608	Information Technology Applications Analyst 3	Perm FT	1.0	2.0
Add*		27519	Information Technology Systems Support Specialist Level 2	Perm FT	1.0	
Add*		27519	Information Technology Systems Support Specialist Level 2	Perm FT	1.0	

SRA #2020-068B

FY 2019-20

Effective Date: November 24, 2019

SECTION 39 - TECHNOLOGY

Action	Pos ID	Job ID	Job Title	Pos.Type	FTE	Job Subtotal
Add*		27519	Information Technology Systems Support Specialist Level 2	Perm FT	1.0	
						3.0
				Position FTE Total	31.0	31.0
				Net Section FTE Change	3.0	3.0

*New Position

422011
1. REQUEST NUMBER
2020-2017

COUNTY OF SACRAMENTO

APPROPRIATION ADJUSTMENT REQUEST

2. Department Name: D Tech Department Name (if applicable): _____ 3. Date: 11/1/2019

4. REQUEST ADJUSTMENT OF APPROPRIATION AS LISTED BELOW

SOURCE OF FINANCING	FUND#	INDEX#	ACCOUNT	ACCOUNT TITLE	AMOUNT
	<u>031A</u>	<u>7607601</u>	<u>101495000</u>	<u>Salary Savings</u>	<u>300,000</u>
USE OF FINANCING	<u>031A</u>	<u>7607601</u>	<u>20281100</u>	<u>Data Processing Svcs</u>	<u>300,000</u>

5. JUSTIFICATION (Attach Memo if Necessary)

Contractors used to backfill vacancies

In accordance with Section 25103 of the Government Code of the State of California a copy of the document has been delivered to the Chair of the Board of Supervisors, County of Sacramento on 11-19-19

By: [Signature]
Deputy Clerk, Board of Supervisors

Department Head: [Signature] Department Head (if applicable): _____
By: _____ Date: 11-1-19

6. ACTION

Dept. Head Approval(s) only required
 Board Action Required
 Four-Fifths Vote Required

Auditor-Controller
By: [Signature] Date: 11-1-19

7. APPROVAL

Approve
 Disapprove

County Executive
By: [Signature] Date: 10/31/19

8. RESOLUTION

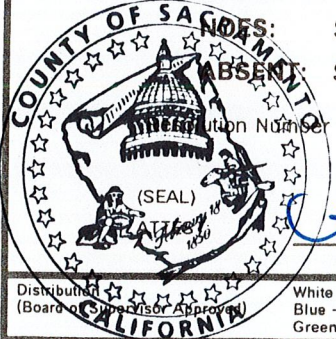
On a motion by Supervisor Nottoli, seconded by Supervisor Frost
the foregoing resolution was passed and adopted by the BOARD OF SUPERVISORS of the County of Sacramento, State of California, this 19th day of November 30th 2019 by the following vote, to wit:

AYES: Supervisors, Frost, Nottoli, Serna, Kennedy

ABSENT: Supervisors, Peters

Resolution Number: 2019-0198

Path OK ->



[Signature]
CLERK OF THE BOARD OF SUPERVISORS

CHAIR OF THE BOARD OF SUPERVISORS OF SACRAMENTO COUNTY CALIFORNIA

FILED
BOARD OF SUPERVISORS

NOV 19 2019
[Signature]
Clerk of the Board

- White - Board of Supervisors
- Blue - Department Approved Copy
- Green - County Executive File Copy
- Yellow - Auditor-Controller Approved Copy
- Pink - Auditor-Controller Control Copy
- Goldenrod - Department Control Copy