



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Human Resources



Date: January 3, 2013

Board Meeting Date: January 29, 2013

Special Notice / Hearing: None

Vote Required: Majority

To: Honorable Board of Supervisors
From: Donna Vaillancourt, Human Resources Director

Subject: Recommended Revision to the Salary Ordinance

RECOMMENDATION:

Adoption of an ordinance amending the salary ordinance to reflect the addition of one unclassified position, and accepting the report on the total number of positions in the County, previously introduced on January 15, 2013 and waiver of reading the ordinance in its entirety

BACKGROUND:

Each year following budget deliberations your Board adopts the annual salary ordinance. The ordinance enacts the decisions made during budget hearings concerning the number of positions in the County. Throughout the year, because of changes in the operating needs of departments, salary ordinance amendments are recommended that make adjustments to department staffing configurations.

DISCUSSION:

The salary ordinance changes herein represent the:

- addition of one unclassified position.

This action was approved for study by the County Manager's Office and the amendment has been reviewed and approved by the County Counsel's Office.

This change contributes to the Shared Vision 2025 outcome of a Collaborative Community by ensuring that departments have staff with the skills necessary to perform the work and allow departments to provide exceptional service to the community.

The specific action is discussed in detail below.

ORGANIZATION 18000 INFORMATION SERVICES

Action: Add: One position of B274, Project Manager - Unclassified

Biweekly Salary: \$3,754.40 - \$4,692.80
Approximate Monthly Salary: \$8,135.00 - \$10,169.00

Explanation: This is the addition of one Project Manager - Unclassified. This position will be designated to lead the criminal justice integration project. This action represents a salary and benefits cost of \$14,440. The total number of authorized positions is increased by one.

FISCAL IMPACT:

The action presented in this amendment represents an estimated monthly salary and benefits cost of \$14,440.00 or an estimated annual cost of \$173,280.00.