



APPROVED ★

SEP 22 2009

★ See Minute Order

BY Myna Chinila deputy
CLERK OF THE BOARD

AGENDA SUBMITTAL TO SOLANO COUNTY BOARD OF SUPERVISORS

ITEM TITLE Continue discussion from the September 1, 2009 Board meeting, item 20 of the agenda, on the County financial report pertaining to staffing and personnel actions; Consider adopting resolution amending the Position Allocation List to delete (23.6 FTE); and Authorize the Director of Human Resources with County Administrator concurrence to undertake actions related to the County workforce		BOARD MEETING DATE September 22, 2009	AGENDA NUMBER 27
Dept: Contact: Extension:	County Administrator's Office Quang Ho Assistant County Administrator 6100	Supervisorial District Number All	
	Published Notice Required?	Yes _____	No <u>X</u>
	Public Hearing Required?	Yes _____	No <u>X</u>

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors continue the discussion from the September 1, 2009 Board meeting, item 20 of the agenda, on the County financial report pertaining to staffing and personnel actions; and consider taking actions on the following:

1. Adopt resolution amending the Position Allocation List to delete (23.6 FTE) in the following departments:
 - a. (5.0 FTE) in the District Attorney's Office
 - b. (12.0 FTE) in Health and Social Services
 - c. (5.6 FTE) in Library Services
 - d. (1.0 FTE) in Sheriff's Office

2. Authorize the Director of Human Resources with County Administrator concurrence to undertake the following actions:
 - a. Continue the hard hiring freeze established in FY2008/09;
 - b. Reaffirm the policy that any positions funded by one-time revenue (such as American Recovery and Reinvestment Act (ARRA) stimulus funding) be allocated and recruited as Limited Term;
 - c. Change any positions to Limited Term when the funding is one-time or has time limits, for a term of up to two years; and
 - d. Delete allocations for positions which have been vacant for six months.

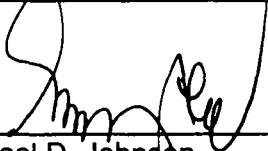
SUMMARY/DISCUSSION:

On September 1, 2009 your Board received a financial report covering impacts of State budget reductions to Solano County programs. Attached is the staff report that was presented to the Board on September 1, 2009. Included in the recommendation were 8 separate actions. The Board approved Recommendations 1, 2, 3, 4, 5 and 8 on September 1, 2009. The remaining items (Recommendations 6 and 7) related to the County workforce.

At that meeting it was reported to the Board that a meeting between the County and labor unions was previously scheduled for the afternoon of September 1, 2009. Further acknowledging statements made at the meeting by County employees, the Board decided to defer decisions related to reduction of the workforce until September 22, 2009. Specifically, the Board requested that Recommendations 6 and 7 return to the Board for consideration at the September 22, 2009 meeting.

Attachment B is the Resolution Amending the Position Allocation List. There is one change from the Resolution in it from the one that was included in the September 1st staff report. A technical change was read into the minutes of the September 1st meeting, resulting in a change of one position within the District Attorney's Office. This change removed a Paralegal position and was replaced the position with a vacant Deputy District Attorney IV position.

DEPARTMENT HEAD SIGNATURE:

By 

Michael D. Johnson
County Administrator

- Attachment A: Board of Supervisors' Staff Report, dated September 1, 2009 regarding Impacts of State budget reductions and the continued economic downturn (including Attachments) (Pages 3 - 41)
- Attachment B: Board Resolution Amending the Position Allocation List (pages 42 - 43)

APPROVED

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BY *Mary Chirila deputy*
CLERK OF THE BOARD

AGENDA SUBMITTAL TO SOLANO COUNTY BOARD OF SUPERVISORS

ITEM TITLE		BOARD MEETING DATE	AGENDA NUMBER
Consider adopting resolution amending the Position Allocation List to delete (43.0 FTE) vacant and unfunded positions in various County departments		September 22, 2009	28
Dept: Contact: Extension:	County Administrator's Office Quang Ho Assistant County Administrator 6100	Supervisorial District Number All	
Published Notice Required?		Yes _____	No <u>X</u>
Public Hearing Required?		Yes _____	No <u>X</u>

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors consider adopting resolution amending the Position Allocation List to delete (43.0 FTE) vacant and unfunded positions in the following departments (Attachment A):

1. District Attorney (1.0 FTE)
2. General Services (4.0 FTE)
3. Probation (2.0 FTE)
4. Health & Social Services (9.0 FTE)
5. Sheriff (27.0 FTE)

SUMMARY/DISCUSSION:

During the FY2008/09 Budget Hearings and a subsequent (September 1, 2009) report to your Board on the impacts of the State budget reductions and the continuation of economic downturn, it was emphasized that there is a need to bring County costs of operations into conformance with projected available revenues. One of the key components in containing costs is managing the size of the County's workforce. The most recent evaluations of departments' position allocations, 43.0 vacant positions were identified as vacant and unfunded positions.

FINANCING:

Adoption of today's action is an important step to effectively managing the County's workforce. These positions were included when the FY2009/10 Proposed Budget was prepared. Since June, projections indicate offsetting revenues are not going to materialize as budgeted.

As departments prepared the Midyear Financial Report that your Board receives in early 2010, additional deletions of positions may be needed besides other cost cutting measures.

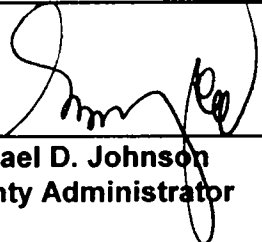
ALTERNATIVES:

The Board could choose to not reduce the County's workforce by 43.0 vacant and unfunded positions. Adoption of this alternative could result in additional salary/benefit costs for FY2009/10.

OTHER AGENCY INVOLVEMENT:

Staff of the County Administrator worked directly with the five departments impacted by today's action. In addition, Human Resources prepared the Position Resolution as well as provided support to the CAO on this recommendation.

DEPARTMENT HEAD SIGNATURE:

By  _____
Michael D. Johnson
County Administrator

Attachment A – Resolution Amending the Position Allocation List