



**Agricultural Commissioner  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One  
PETE VANDER POEL  
District Two  
AMY SHUKLIAN  
District Three  
EDDIE VALERO  
District Four  
DENNIS TOWNSEND  
District Five

**AGENDA DATE:** November 19, 2019

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Tom Tucker    PHONE: 684-3350

**SUBJECT:** Approve Position Allocation change to add one FTE Deputy Agricultural Commissioner/Sealer position

**REQUEST(S):**  
That the Board of Supervisors:  
Approve the Personnel Resolution amending the Fiscal Year 2019/20 position allocation as follows: Add (1) FTE Deputy Agricultural Commissioner/Sealer position effective November 24, 2019.

**SUMMARY:**  
In order to maintain and improve upon service delivery to the agricultural industry the Agricultural Commissioner desires to add this management level position to better allocate services and personnel across multiple programs within the Department. Separating these programs and the staff involved would allow for a more direct line of communication from the Agricultural Commissioner to the Inspectors in the field. Each of the Department's Deputy Agricultural Commissioners would be able to devote additional time to their specific areas of concern, thereby creating an atmosphere of enhanced efficiency and a clear line of command for each individual program. In particular, exclusionary staff working close with industry to expedite phytosanitary inspections will be able to send and receive information in the quickest manner possible. Allowing for quick approvals of export shipments going to other countries.

**FISCAL IMPACT/FINANCING:**  
The cost of the addition of one (1) FTE Deputy Agricultural Commissioner/Sealer to the Agricultural Commissioner's Fiscal Year 2019/20 budget is approximately \$55,800 for the remaining 15 Pay Periods of the Fiscal Year. The position will

**SUBJECT:** Approve Position Allocation Change to add one FTE Deputy Agricultural  
**DATE:** Commissioner/Sealer position  
November 19, 2019

generate a minimum of 50% cost recovery from state grants and outside funding. There are sufficient salary savings in the current year budget to cover the cost of adding the requested allocation. No budget adjustment is necessary. There will be no additional Net County Costs.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's Five-Year strategic plan provides for continued improvements in organization performance, effectiveness, and fiscal stability. Item # 8 in the plan describes the continual evaluation of the organization's structure to improve service delivery. This request will move the Department closer to accomplishing that goal.

**ADMINISTRATIVE SIGN-OFF:**



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Tom Tucker  
Agricultural Commissioner  
Sealer of Weights and Measures

cc: County Administrative Office  
Human Resources & Development

Attachment(s) Personnel Resolution

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE POSITION )  
ALLOCATION CHANGE TO ADD ONE FTE ) Resolution No. \_\_\_\_\_  
DEPUTY AG COMMISSIONER/SEALER ) Agreement No. \_\_\_\_\_  
POSITION )

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

That the Board of Supervisors:  
Approved the Personnel Resolution amending the Fiscal Year 2019/20 position  
allocation as follows: Add (1) FTE Deputy Agricultural Commissioner/Sealer position  
effective November 24, 2019.

# BEFORE THE BOARD OF SUPERVISORS COUNTY OF TULARE, STATE OF CALIFORNIA

IN THE MATTER OF AMENDING THE )  
POSITION ALLOCATION LISTING ) Resolution No. 2019-

Upon Motion of Supervisor (Name), Seconded by Supervisor (Name), the following was adopted by the Board of Supervisors, at an official meeting held November 19, 2019 by the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

Attest: Jason T. Britt  
County Administrative Officer/  
Clerk, Board of Supervisors

By: \_\_\_\_\_  
Deputy Clerk

Add, Delete, Reclassify or Amend	Effective Date	Previous Job Code	Previous Class Title	New Job Code	New Class Title	No. Of Pos	FTE	Grade	Position Number(s)	Dept ID	Job Cos Dist. No
ADD	11/24/19			014500	Deputy Ag Commissioner/Sealer	1	1	422	*****	015-000	015-210

Explanation: Add one (1) Deputy Ag Commissioner/Sealer to the Ag Department's allocation.