



**Solid Waste Department
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

PETE VANDER POEL
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: October 28, 2014

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: Nicole Riley PHONE: 559-624-7192		

SUBJECT: Solid Waste Department Personnel Request

REQUEST(S):

That the Board of Supervisors:

1. Approve and authorize a Personnel Resolution creating one Accountant I/II/III position, effective November 2, 2014.

SUMMARY:

On July 9, 2013, your Board approved the creation of the Solid Waste Department effective, July 1, 2013. In order to maximize organizational effectiveness and accountability within the Department, your Board was informed that staff would return at later dates to request additional personnel changes to accommodate processes that were previously provided by the Resource Management Agency. Due to the relatively short amount of time since the creation of the Solid Waste Department, the Director will continue to evaluate the workload and recommend any necessary and additional changes, as needed.

At this time, staff is requesting that one (1) Accountant I/II/III position be added to the department. Some of the functions that the incumbent will perform include, but are not limited to, direct oversight of the accounts payable and receivable functions, monthly reconciliation, creating capital improvement plans, statement of fees, posting, and billing reimbursable accounts.

The creation of this position will further organizational effectiveness and accountability within the fiscal sector of the Solid Waste Department.

SUBJECT: Solid Waste Department Personnel Request
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FISCAL IMPACT/FINANCING:

There is no net cost to the County's General Fund. Funding for this personnel request is available in the Solid Waste Budget.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's Five Year Strategic Plan includes the Organizational Performance Initiative to continuously improve organizational effectiveness and fiscal stability. This action will work to create the optimum organizational structure.

ADMINISTRATIVE SIGN-OFF:

Bryce Howard
Solid Waste Director

Cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment(s) Personnel Resolution

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

IN THE MATTER OF SOLID WASTE)
DEPARTMENT PERSONNEL REQUEST) Resolution No. _____

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: JEAN M. ROUSSEAU
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved and authorized a Personnel Resolution creating one Accountant I/II/III position, effective November 2, 2014.

