



**RESOURCE MANAGEMENT
AGENCY
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One
PETE VANDER POPLI
District Two
PHILLIP A. COX
District Three
J. STEVEN WORTHLEY
District Four
MIKE ENNIS
District Five

AGENDA DATE: June 30, 2009

Public Hearing Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Published Notice Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Advertised Published Notice	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Meet & Confer Required	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Electronic file(s) has been sent	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Personnel Resolution attached	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Resolution, Ordinance or Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
CONTACT PERSON: Celeste Perez PHONE: (559) 733-6291			

SUBJECT: Changes in Allocated Positions in Resource Management Agency

REQUEST(S):

That the Board of Supervisors:

1. Approve the deletion of 19 positions (2 filled, 17 vacant) from the Resource Management Agency (RMA); and
2. Approve the move of 17 positions from the RMA-Community Development Division to the RMA-Tulare County Redevelopment Agency; and
3. Approve the addition of 1 position (Accountant III) to the RMA-Tulare County Redevelopment Agency; and
4. Approve the move of 3 positions from the RMA-Permit Center Division to RMA-Project Review Division; and
5. Approve the move of 1 position from the RMA-Surveyor Division to the RMA Roads Division; and
6. Approve the move of 1 position from the RMA-Countywide Communications Division to the RMA-Building Maintenance Division;
7. Approve the deletions, addition and moves effective July 5, 2009, per the attached Personnel Resolution; and
8. Direct RMA and Human Resources and Development (HR&D) to initiate the County's layoff process affecting the Building Inspection Division effective August 1, 2009; the issuance of notices of layoff; meeting and conferring with the union, SEIU.

SUBJECT: Changes in Allocated Positions in Resource Management Agency

DATE: June 30, 2009

SUMMARY:

On March 31, 2009, your Board approved a request to reduce and consolidate code compliance services within RMA's Building Inspection Division in order to reduce expenditures and address projected revenue shortfall. Eleven positions (4 filled, 7 vacant) were deleted resulting in 3 layoffs.

Subsequently, through the budget preparation process, we have identified the need for additional personnel changes in order to further reduce expenditures. Rather than wait and request these changes through the budget process, we are making the request now for maximum effectiveness.

Requested are the deletion of 19 positions: 2 vacancies in the Permit Center Division; 2 vacancies in the Countywide Planning Division; 4 vacancies in the RMA Administration Division; 4 vacancies in the Building Maintenance Division; 1 vacancy in the Grounds Division; 2 vacancies in the Mail Division; 1 vacancy in the Print Division; and 3 positions in the Building Inspection Division (2 filled, 1 vacant).

Of the 22 moves requested, 19 will take positions out of the RMA's General Fund portion while the other 3 will move within General Fund Divisions. These positions were already performing services for RMA's subvented divisions. Seventeen of the positions will move to the Tulare County Redevelopment Agency's (TCRA) Administrative Fund (RA3) for consistency with Health & Safety Code Section 33613.

One position is requested to be added, an Accountant III, to perform complex accounting for the TCRA in response to audit recommendations.

FISCAL IMPACT/FINANCING:

Approval of the requested actions will reduce the impact to the General Fund by approximately \$700,000 in the 2009/2010 Fiscal Year.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes the Organizational Performance Initiative to provide for the stability of County operations through periods of economic fluctuations and changing priorities and service demands. The requested action will streamline Agency activities to a level commensurate with revenues while realizing greater efficiency.

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DATE: June 30, 2009

ALTERNATIVES:

The Board could deny the deletion of any or all of the positions. All but 2 positions are vacant. This action would result in an impact to the General Fund of about \$100,000.

The Board could deny the addition of the Accountant III position. This action would result in TCRA contracting for accounting services.

The Board could deny the requested moves. This action is not recommended as it would leave existing inefficiencies in place.

INVOLVEMENT OF OTHER DEPARTMENTS OR AGENCIES:

Human Resources and Development has assisted with establishing seniority lists and preparing the personnel resolution.

ADMINISTRATIVE SIGN-OFF:



Roger Hunt,
Assistant RMA Director—
Administrative Services

cc: Auditor/Controller
County Counsel
County Administrative Office (2)

Attachment(s)

Attachment A— Personnel Resolution

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

IN THE MATTER OF :)
Changes in Allocated Positions in) RESOLUTION NO. _____
Resource Management Agency) AGREEMENT NO. _____

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD JUNE 30, 2009, BY
THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

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

BY: _____
Deputy Clerk

1. Approved the deletion of 19 positions (2 filled, 17 vacant) from the Resource Management Agency (RMA); and
2. Approved the move of 17 positions from the RMA-Community Development Division to the RMA-Tulare County Redevelopment Agency; and
3. Approved the addition of 1 position (Accountant III) to the RMA-Tulare County Redevelopment Agency; and
4. Approved the move of 3 positions from the RMA-Permit Center Division to RMA-Project Review Division; and
5. Approved the move of 1 position from the RMA-Surveyor Division to the RMA Roads Division; and

6. Approve the move of 1 position from the RMA-Countywide Communications Division to the RMA-Building Maintenance Division;
7. Approve the deletions, addition and moves effective July 5, 2009, per the attached Personnel Resolution; and
8. Direct RMA and Human Resources and Development (HR&D) to initiate the County's layoff process affecting the Building Inspection Division effective August 1, 2009; the issuance of notices of layoff; meeting and conferring with the union, SEIU.

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

IN THE MATTER OF AMENDING THE)
POSITION ALLOCATION LISTING)

RESOLUTION NO.
AGENDA ITEM NO.

Upon Motion of Supervisor _____, Seconded by Supervisor _____, the following amendments to the Position Allocation Listing were adopted at an official meeting of the Board of Supervisors held June 30, 2009, by the following vote:

Ayes:
Noes:
Abstain:
Absent:

Attest: Jean M. Rousseau
County Administrator/Clerk Board of Supervisors

By: _____
Deputy Clerk

This Board of Supervisors does hereby amend the Position Allocation Listing to add or delete the following positions:

Item No.	Class Title	Number of Positions	FTE	Grade	Pos. No.	WC Code	Dept ID	Supv ID
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Effective: July 5, 2009

Resource Management Agency #230

Delete - Org #5115								
033320	Office Assistant II	1	1	137	0330	8810	230330	
035020	Planner II	1	1	460	7908	8810	230330	
Delete - Org #5120								
006320	Building/Zoning Inspector II	1	1	204	0315	9410	230320	
Delete - Org #6110								
035010	Planner I	1	1	618	3298	8810	230410	
035020	Planner II	1	1	460	0305	8810	230410	
Delete - Org #8100								
033320	Office Assistant II	2	2	137	2654,3584	8810	230110/230120	
000100	Account Clerk	2	2	143	2649,250	8810	230130	

Building Maintenance, Agency #067

Delete - Org #3010								
000300	Administrative Aide	1	1	180	8651	8810	230210	
001300	Air Conditioning Mechanic	1	1	872	0210	9420	230210	
029820	Maintenance Worker II	2	2	175	4865,4868	9420	230241	

Grounds, Agency #66

Delete - Org #1110								
042700	Parks & Grounds Worker-Senior	1	1	842	0248	9420	230244	

Mail, Agency #076

Delete - Org #7600								
084210	Print & Mail Operator I	2	2	137	7295,7296	9420	230251	

Print, Agency #079

Delete - Org #7500								
084210	Print & Mail Operator I	1	1	137	7950	9420	230250	

Item No.	Class Title	Number of Positions	FTE	Grade	Pos. No.	WC Code	Dept ID	Supv ID
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Move from Resource Management Agency #230 to RMA Tulare County Redevelopment Agency RA3, Org #2000

089110	Community Development Tech I (8346,8513)	2	2	163	8511	8810	230430	
089120	Community Development Tech II	1	1	644	8020	8810	230430	
010620	Community Development Specialist II (Position numbers: 0300,0301,3492,5317,3491,7577,8713)	7	7	460		8810	230430	
010730	Community Development Specialist III (Position numbers: 0286,0287,3682,5734)	4	4	620		8810	230430	
010840	Community Development Specialist IV (Position numbers: 8510,8511)	2	2	235		8810	230430	
085802	Assistant RMA Director-Community Development	1	1	B04	7593	8810	230110	

Move from Resource Management Agency #230, Org 5115 to Org 5110

Effective: July 5, 2009

Move:

035020	Planner II (8513,8520,7414) (Position numbers: 8513,8520,7414)	3	3	460		8810	230330	
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Move from Resource Management Agency #230, Org 3100 to Surveyor #014-225, Org 2300

050610	Engineering Technician II	1	1	201	2485	9410	230521	
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Move from Resource Management Agency #230, Org 7802 to Countywide Communications #067, Org 3010

001830	Staff Services Analyst III	1	1	706	8102	8810	067000	
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RMA - Tulare County Redevelopment - Agency RA3

Add - Org RA3-2000

000230	Accountant III	1	1	776	***	8810	230100	
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Effective: August 2, 2009

Resource Management Agency #230

Delete - Org #5120

006320	Building & Zoning Inspector I (8337,3297)	2	2	194		9410	230320	
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Explanation: *** Position numbers to be assigned by the County Administrator's Office upon adoption of this resolution.

Prepared by:

