To: Board of Supervisors

From: David Twa, County Administrator

Date: February 9, 2016

Contra Costa County

Subject: Add one Information Systems Programmer/Analyst III position and cancel one Business Systems Analyst position in the County Administrator's Office

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21818 to add one (1) Information Systems Programmer/Analyst III (LPTB) (represented) position at salary plan and pay grade ZA5 1694 ($5,956.09 - $7,239.66) and cancel one (1) Business Systems Analyst (LTWK) (represented) position #14934 at salary plan and pay grade ZB5 1694 ($5,956.09 - $7,239.66) in the County Administrator's Office (Law & Justice Systems Division).

FISCAL IMPACT:

The two classifications are compensated at the same level ($5,956.09 - $7,239.66), therefore, the switch in classifications is cost-neutral. The Business Systems Analyst position is currently funded at a 50% level with AB 109 Public Safety Realignment funds. We propose to fund the balance of the position with County General Funds that are already budgeted (Org. 1095) for the case management systems project, raising the authorized and funded position count for the program from 2.5 to 3.

BACKGROUND:

The County Administrator's Office manages and coordinates the integrated case management systems used by the District Attorney, Probation, and Public Defender

☑ APPROVE   ☐ OTHER

☑ RECOMMENDATION OF CNTY ADMINISTRATOR   ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/09/2016**   ☑ APPROVED AS RECOMMENDED   ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE:
Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

ABSENT:
John Gioia, District I Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 9, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: Julie DiMaggio Enea (925) 335-1077

cc: James Hicks,   MJ Dejesus-Saepharn,   Julie DiMaggio Enea

departments, as well as countywide justice systems such as the Justice Automated Warrant System and the All County Criminal Justice Information Network. Two staff are currently assigned to perform this work, with added support from the Department of Information Technology, justice department staff, and outside vendors. A third position was added to the County Administrator's Office in 2013 under

BACKGROUND: (CONT'D)

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Public Safety Realignment (AB 109) to assist with the implementation of new justice case management systems to replace the legacy mainframe system, which is quickly becoming obsolete. The CAO has utilized temporary help in lieu of filling the third position permanently until the project had progressed enough to determine the necessary skill set and most appropriate job classification for the position.

Phase I of the District Attorney case management system has been completed and the CAO has determined that the Information Systems Programmer/Analyst III job class will best meet the technical needs of the division going forward. The Information Systems Programmer/Analyst III job class requires technical programming and database management knowledge and skills that are not required by the Business Systems Analyst class, which emphasizes project management and business process engineering skills.

CONSEQUENCE OF NEGATIVE ACTION:

Lacking approval, the Office would be unable to recruit the necessary skills to assist with implementation and maintenance of the law and justice case management systems that are critical to the operation of the District Attorney, Probation, and Public Defender departments, as well as the Superior Court and local law enforcement agencies that depend on the resources of those systems.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

AIR 24495 P300 21818 Add and Cancel