



Contra  
Costa  
County

To: Board of Supervisors  
From: Ed Woo, Chief Information Officer  
Date: May 24, 2016

Subject: Increase the Hours of Network Technician I from Part-time to Full-time

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 21862 to increase the hours of Network Technician I (LNWA) (represented) position #0060 from part time (20/40) to full time (40/40), effective July 1, 2015, in the Department of Information Technology.

**FISCAL IMPACT:**

**TOTAL COMPENSATION IMPACT:** This action will increase total compensation by approximately \$58,530 annually. This amount will be 100% offset from charges to user departments including Animal Services, HR, Auditor, and CAO.

**PENSION IMPACT:** This action will increase pension costs by approximately \$10,539 annually. Note that this amount reflects only the County's share of employee retirement costs.

**BACKGROUND:**

The Department of Information Technology (DoIT) has experienced a growth in demand for network and desktop support services. This is partly due to the loss of IT staff due to resignations and retirements. Departments are reducing the need to house their own IT staff

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **05/24/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Mary N. Piepho, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V 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: May 24, 2016

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

By: Chris Heck, Deputy

Contact: Ed Woo, (925)  
383-2688

cc: James Hicks

and are instead opting to have those needs centrally managed through DoIT. This is a cost effective move that allows DoIT to cross-train staff in ways not possible with small departments; also reducing redundant staffing for similar technical activities. This leaves DoIT's Network unit understaffed in relation to the amount of work required.

## BACKGROUND: (CONT'D)

In response to the need for additional staffing to help with implementing network and desktop support services within several County departments such as the County Administrator, Human Resources, Auditor, Assessor, Risk Management, Animal Services, County Counsel, Agriculture, Veterans, Office of Communications & Media, Employment & Human Services, and Clerk of the Board, DoIT filled a vacant Network Technician I position in July 2015. Due to a discrepancy in the position control records, the position was filled at full time status but classified as only part time (20/40). In order to reconcile the discrepancy, the Board is asked to increase the hours of position #0060 to full time, effective July 1, 2015. The Service Level Agreements that DoIT has with these departments have available funding to cover the costs of the position at full time status.

## CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this action will jeopardize the Department of Information Technology Network Services division's ability to successfully and efficiently meet the required level of service to the County departments it serves.

## ATTACHMENTS

P300 21862\_Increase Network Tech from PT to FT\_DoIT