



**Contra
Costa
County**

To: Board of Supervisors
From: Robert Campbell, Auditor-Controller
Date: October 25, 2016

Subject: Establish the classification of Financial Systems Manager; allocate to salary schedule, and reclassify one Information Systems Project Manager

RECOMMENDATION(S):

Adopt Position Adjustment Request No. 21947 to establish the classification of Financial Systems Manager (LBSE) (unrepresented); allocate to the salary schedule at salary plan and grade B85-2220 (\$10,430-11,500), and reclassify one Information Systems Project Manager (LPNA) (represented) position #209 and its incumbent at salary plan and grade ZA5 1884 (\$7,476 - \$10,019) to Financial Systems Manager (LBSE) at salary plan and grade B85-2220 (\$10,430-11,500) in the Auditor Controller Department.

FISCAL IMPACT:

This action will result in an annual cost of \$19,656 (\$5,126 due to pension) and can be accommodated within the department's budget.

BACKGROUND:

The Financial Systems Manager will be a single position class within the Office of the Auditor-Controller and serve as a key member of the Auditor-Controller's management team. The incumbent will be responsible for the overall design, management, and ongoing evaluation of the County's Finance System and support of other complex countywide

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/25/2016** ☒ 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: October 25, 2016

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

By: Chris Heck, Deputy

Contact: Elizabeth Verigin,
925/335-8603

systems. This classification may supervise and manage staff that assist with large financial systems development projects.

BACKGROUND: (CONT'D)

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Presently, there is an Information Systems Project Manager position assigned to the Office of the Auditor-Controller. This classification does not accurately reflect the responsibilities, duties, complexity, consequence of error, and knowledge required to manage the County's Finance System and for implementing and maintaining system interfaces for the exchange of financial data. The position was studied and it was determined that a new classification was required to ensure that the current and future Financial Systems structure is properly managed.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, it jeopardizes the present and future stability of the County's Finance System.

ATTACHMENTS

P300 No. 21947 Fin Sys Mgr