



**Contra
Costa
County**

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: March 7, 2017

Subject: Reclassify Information Systems Programmer/Analyst III Position to Information Systems Project Manager Position

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22009 to reclassify position No. 6065 and its incumbent from Information Systems Programmer/Analyst III (LPTB) (represented) at salary plan and grade ZA5-1694 (\$-6,194 -\$7,529) to Information Systems Project Manager (LPNA) (represented) at salary plan and grade ZA5-1884 (\$7,476 --\$10,019) in the Library Department.

FISCAL IMPACT:

Upon approval this action will result in an annual cost to the Library Fund of approximately \$11,441.00. No fiscal impact to the County General Fund. This position is funded in the Library budget.

BACKGROUND:

The incumbent's job responsibilities have increased over the years. As lead of the Library's Automation work-group, the incumbent provides supervisory direction for a technical staff of seven (7), oversees the Library computer programming and large systems support resources and conducts systems analysis and development activities. This work is important as the incumbent administers unique software, hardware, network and virtual needs specific

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/07/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

ABSENT: Candace Andersen, District II 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: March 7, 2017

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

By: Rolanda Hartfield, Deputy

Contact: Michelle McCauley, (925)
608-7702

cc: Michelle McCauley

to the Library as well as develops and monitors project budgets.

The position is currently an IFPTE, Local 21 Supervisory Management position, and upon approval, will remain an IFPTE, Local 21 Supervisory Management position.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to reclassify the Information Systems Programmer/Analyst III position to an Information Systems Project Manager position will result in the position being inappropriately classified for the level of work being performed.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

P300 22009 Reclass ISPA III to Info Sys Project Mgr in Library