



Contra
Costa
County

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: June 20, 2017

Subject: Add one Network Administrator II position and Cancel one Network Analyst II position in the Public Works Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22081 to add one (1) full-time Network Administrator II (LNSB) (represented) position at salary plan and grade level ZA5 1787 (\$6,791- \$8,255) and cancel one (1) Network Analyst II (LBTA) (represented) vacant position No. 16495 at salary plan and grade ZA5 1787 (\$6,791- \$8,255) in the Public Works Department.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The roles and responsibilities of the Information Technology (IT) staff in the Public Works Department were recently analyzed. Consequently, it was determined that the scope of knowledge, skills and abilities of the Network Analyst II classification falls short of the divisional needs for keeping the network running without costly gaps in service. Over the years, the demands of managing, updating, installing and maintaining Public Works'

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/20/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, 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: June 20, 2017

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

By: Rolanda Hartfield, Deputy

Contact: Kelli Zenn, (925)
313-2108

cc: Kelli Zenn

growing network have increased substantially. As such, it is necessary to broaden the skill set and job role/responsibilities

BACKGROUND: (CONT'D)

to adequately meet the current and future needs of the IT division. The Network Analyst II position is currently vacant; therefore, the timing of this action is prudent. Additionally, since the two salary schedules are the same, it would have zero impact on the division's budget.

CONSEQUENCE OF NEGATIVE ACTION:

A Network Administrator II position is essential to the efficient operation of the Public Works IT division. If this action is not approved, the Network Manager will not have the flexibility to assign job responsibilities among all IT staff, which will negatively impact the operation of existing and future network functions.

ATTACHMENTS

P300 No. 22081