



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: September 12, 2017

Subject: Establish the classification of Assistant Chief Information Officer-Exempt (LTB1)

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22142 to establish the class of Assistant Chief Information Officer-Exempt (LTB1) (unrepresented); allocate on the salary schedule at salary plan and grade B85/2265 (\$10,695.75 - \$14,333.33) and add one (1) position in the County Administrator's Office, Department of Information Technology.

FISCAL IMPACT:

Upon approval, there will be an annual cost of approximately \$224,485, which includes an estimated pension cost of \$36,189. The cost for this position will be offset by fees to user departments.

BACKGROUND:

When the County was notified that its Chief Information Officer (CIO) was resigning, executive management took the opportunity to re-assess the structure of the Department of Information Technology. The review concluded that an Assistant Chief Information Officer was needed in order to ensure operational efficiency and continuity. This action creates the Assistant Chief Information Officer and adds the position to the Department of Information Technology. Under direction of the CIO, the Assistant Chief Information Officer will assist

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/12/2017** ☒ 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: September 12, 2017

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

By: June McHuen, Deputy

Contact: Dianne Dinsmore
(925) 335-1766

the CIO in applying technology

BACKGROUND: (CONT'D)

solutions to enhance County business, technology strategy and operations, data management, and IT business operations to improve cost efficiency, service quality, customer satisfaction, and IT operational effectiveness, ensuring that the County IT is operating according to best-in-class strategies, processes, standards, and policies. The Assistant Chief Information Officer will formulate, develop, plan, organize, coordinate and direct the administrative operations of the Department of Information Technology, including budgetary and fiscal controls, facilities implementation, the County's global information security program, performance management and employee development. This person will also act for the CIO in his/her absence and perform related duties as required.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not have an organizational structure that supports operational efficiency and continuity of its information technology systems.

ATTACHMENTS

Personnel Resolution No. 22142