



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: June 26, 2018

Subject: Add one (1) full time Information Systems Programmer/Analyst II (LPVA) position in the Department of Conservation and Development

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22294 to add one (1) full time Information Systems Programmer/Analyst II (LPVA) (represented) position at salary plan and grade ZA5 1594 (\$5,778 - \$7,024) in the Conservation and Development Department.

FISCAL IMPACT:

No fiscal impact to the General Fund. The cost associated with this position is approximately \$124,000. Of this amount, approximately \$26,000 is in retirement costs. This position will be funded by Land Development fees.

BACKGROUND:

The Information Technology Section of the Department of Conservation and Development provides support to the Department's internal and external customers and infrastructure. The Information Systems Programmer Analyst II will be responsible for assisting with and programming reports and scripts in Accela Automation, which is the building/planning/code enforcement application tracking/billing system. Additionally, this position will be responsible for running and creating queries against an Oracle database, and assist in the ongoing maintenance and upgrade of projects necessary for the systems to be utilized

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/26/2018** ☒ 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 26, 2018

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

By: June McHuen, Deputy

Contact: Kelli Zenn, (925)
674-7726

cc:

effectively. It is expected that the person hired to fill this position will have knowledge and experience in

BACKGROUND: (CONT'D)

Oracle and Oracle Forms, JAVA, and SQL, which are the platforms used by many DCD systems, and for most programs and applications.

Previously, DCD relied upon the services of up to six (6) full-time staff to meet its IT needs. In 2008, the Building Inspection Department and Community Development Department were merged into the department. In addition, the severe economic downturn prompted turnover in staffing, retirements, and with the loss of DOIT contractor support. The Conservation and Development Department does not currently have the resources needed to complete IT projects in a timely and efficient manner. The department currently has only four (4) staff in the IT Section. Moreover, the department's staffing needs have shifted away from direct support to users to management and programming of an increasingly complex array of computer systems. Further, an additional staff person with the necessary knowledge and experience will help to ensure that the department's growing projects will be carried out effectively.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to obtain Board approval will result in the Department of Conservation and Development having insufficient Information Technology staff to effectively support and provide technological capability for the department.

ATTACHMENTS

P300 22294-Add 1 ISPA II in DCD-6.5.18