



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Dianne Dinsmore, Human Resources Director  
Date: July 30, 2019

Subject: Reclassify One Network Administrator I to Network Administrator II

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22472 to reclassify one (1) full-time Network Administrator I (LNSA) (represented) position #17216 at salary plan and grade ZA5 1694 (\$6,834-\$8,307) and its incumbent to Network Administrator II (LNSB) (represented) at salary plan and grade ZA5 1787 (\$7,93-\$9108), and place the incumbent at step 5 of the salary range in the new classification in the Public Works Department.

**FISCAL IMPACT:**

This action will result in an additional annual cost estimated to be \$16,484, including increased pension costs of \$4,335. The increased cost of this position will be funded by Road, Flood Control, and Special Revenue Funds.

**BACKGROUND:**

The Public Works Department added a Network Administrator II position in June 2017 to address the increased need for network expertise to support its Information Technology (IT) Division. The position was subsequently downgraded to Network Administrator I in order to hire from the Network Administrator I eligible list.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **07/30/2019** ☒ 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: July 30, 2019

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

By: Jami Napier, Deputy

Contact: Adrienne Todd, (925)  
313-2108



### BACKGROUND: (CONT'D)

In June of 2017, the incumbent was hired as a Network Administrator I and began assuming additional responsibilities and technical expertise. The incumbent now performs the higher-level duties associated with Network Administrator II, the level at which the position was originally established. This position requires a significant level of specialized technical expertise, in addition to exercising independent judgment on network projects. With this reclassification, the Network Administrator II will have the following responsibilities: monitor and enhance complex computer and communication systems; develop, design, and implement new and existing equipment; and continue to supervise several staff in the IT Division.

### CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the department will not have the correct classification required to perform its duties.

### ATTACHMENTS

P300 No. 22472