



Contra
Costa
County

To: Board of Supervisors
From: Robert Campbell, Auditor-Controller
Date: November 29, 2022

Subject: Reclassify Systems Accountant II in the Office of the Auditor-Controller

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26014 to reclassify position #14106 and its incumbent from the classification of Systems Accountant II (LWVB) (represented) at salary plan and grade level ZB5-1787 (\$8,347 - \$11,186) to Information Systems Project Manager (LPNA) (represented) at salary plan and grade level ZA5- 1884 (\$9,189 – 12,314) in the Office of the Auditor-Controller Systems Division.

FISCAL IMPACT:

Annual cost of this action will be approximately \$18,000, including pension costs of approximately \$3,600 (100% General Fund).

BACKGROUND:

The Office of the Auditor-Controller Systems Division provides support to Departmental staff and ensures security of various internal Finance Systems. The Department is currently updating the Finance System and plans on updating various other systems over the next several years, which will require an Information Systems Project Manager to analyze, manage, coordinate, and implement IT projects in a timely and efficient manner.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 11/29/2022 ☒ 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: November 29, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Harjit Nahal, (925)
608-9300

cc: sylvia wong tam, Haj Nahal

A classification study

BACKGROUND: (CONT'D)

was conducted on a single position currently allocated to the Systems Accountant II classification assigned to the Office of the Auditor-Controller Systems Division. Since 2019, the incumbent has taken on responsibilities as the County Project Lead for the implementation and support of the new County-wide Workday Financials ERP system. Additionally, the position scope includes project management, supervision, systems analysis, testing and configuration, and training and development. This work is most aligned with the Information Systems Project Manager, which is responsible for this scope of work. Upon review and analysis, Human Resources recommends the position and its incumbent be reclassified to Information Systems Project Manager.

CONSEQUENCE OF NEGATIVE ACTION:

A Systems Project Manager position is essential to the efficient operation for the Department. If this position is not approved, the Office of the Auditor Controller will not be able to adequately manage its Systems upgrades and Information Technology needs which will negatively impact the implementation and operation of future systems.

ATTACHMENTS

PDQ

P300_26014