



Agenda Date: 1/29/2008
Agenda Placement: 6P

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Mark Gregersen - Director
Human Resources
REPORT BY: Karen Brady, Human Resources Analyst II - 253-4490
SUBJECT: Resolution amending the Table & Index related to the Health & Human Services Agency -
Administration department

RECOMMENDATION

Human Resources Director requests adoption of a resolution amending the Table and Index and applicable personnel policies adding the position of Project Manager H&HS, retroactive to January 12, 2008.

EXECUTIVE SUMMARY

On January 8, 2008 the Board of Supervisors approved a resolution deleting the position of Project Manager H&HS from the Departmental Allocation List, Table and Index, and applicable personnel policies. This agenda item involved the reclassification of a position in Health and Human Services Administration from Project Manager H&HS to Operations Manager H&HS. Deletion of the Project Manager H&HS position from the Departmental Allocation List was the appropriate action. However, this position is currently utilized and filled with an incumbent in another budget unit in Health and Human Services and, consequently, should not have been deleted from the Table and Index.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

On January 8, 2008 the Board of Supervisors approved a resolution deleting the position of Project Manager H&HS from the Departmental Allocation List, Table and Index, and applicable personnel policies. This agenda item involved the reclassification of a position in Health and Human Services-Administration from Project Manager H&HS to Operations Manager H&HS. Deletion of the Project Manager H&HS position from the Departmental Allocation List was the appropriate action. However, this position is currently utilized and filled with an incumbent in another budget unit in Health and Human Services and, consequently, should not have been deleted from the Table and Index.

The Board of Supervisors is requested to approve this action resulting in adding the title of Project Manager H&HS back into the Table and Index and applicable personnel policies, retroactive to January 12, 2008.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Karen Collins