



Agenda Date: 11/15/2005
Agenda Placement: 6DD

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Barbara Scriven for Mark Gregersen - Acting Director
Human Resources
REPORT BY: Barbara Scriven, Human Resources Analyst III, 253-4000
SUBJECT: Amend the Departmental Allocation List - Child Support Services

RECOMMENDATION

Acting Human Resources Director requests adoption of a resolution amending the Departmental Allocation List for Child Support Services with regards to deleting one (1) .75 Attorney IV and one (1) .75 Attorney III and adding one (1) Attorney III, effective November 5, 2005.

EXECUTIVE SUMMARY

Amends the Departmental Allocation List for Child Support Services in regards to a previously approved reduction in force approved by the Board on June 10, 2005. Requesting deletion of a .75 Attorney IV and the increase in allocation of an Attorney III from .75 to 1.0 FTE effective retroactively to November 5, 2005.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The Final Budget approved by the Board includes funding for the attorney position.
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	Child Support Services balances its expenditures based on anticipated revenue from State and Federal allocations. If it becomes necessary to further reduce expenses, the Director will return to the Board.
Consequences if not approved:	There would be an impact to the County General Fund because revenues from

State and Federal allocations would be less than anticipated expenditures.

Additional Information: None

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 June 14, 2005, the Board of Supervisors approved a reduction in force in Child Support Services that resulted in actions that included the future elimination of a .75 Attorney IV position effective October 29, 2005, and the eventual increase in hours of an Attorney III position from .75 FTE to 1.0 FTE upon the deletion of the .75 Attorney IV position. Seniority calculations were conducted in accordance with the Memorandum of Understanding. The Director of Child Support Services and Human Resources met with the Union and affected employees in regards to these actions and proper notification was served. Today's requested amendments to the Departmental Allocation List are the final step in the reduction in force previously approved by the Board of Supervisors in June 2005. Since the Board did not meet on November 8th, Human Resources is requesting that the requested actions be effective retroactively to November 5, 2005.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Andrew Carey