



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 3/24/2020

Agenda Placement: 6M

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Karen Taylor - Director
Human Resources

REPORT BY: Kevin Lemieux, Senior Human Resources Analyst - 253-4000

SUBJECT: Adoption of a Resolution Amending the Departmental Allocation List for Central Services and the County Executive Office

RECOMMENDATION

Director of Human Resources and County Executive Officer request the adoption of a resolution amending the Departmental Allocation List for Central Services and the County Executive Office, as outlined in "Exhibit A", effective March 24, 2020, with no net increase in full-time equivalents and no increase to the General Fund.

EXECUTIVE SUMMARY

If approved, this request reallocates the vacant Communications and Public Information Officer from the Central Services Budget Unit to the County Executive Office Budget Unit.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No

County Strategic Plan pillar addressed: Effective and Open Government

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

If approved, the proposed action reallocates the vacant single-position classification of Communication and Public Information Officer from Central Services to the County Executive Office Budget Unit. This is an administrative measure to move the position's existing funding directly under the County Executive Office, with no changes in job functions or supervision.

Therefore, the Director of Human Resources and the County Executive Officer request the adoption of a resolution amending the Departmental Allocation List for Central Services and the County Executive Office, as outlined in "Exhibit A", effective March 24, 2020, with no net increase in full-time equivalents and no increase to the General Fund.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Helene Franchi