



Agenda Date: 8/21/2007
Agenda Placement: 6I

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Mark Gregersen - Director
Human Resources
REPORT BY: Pamela Hansen, Human Resources Analyst III, 253-4305
SUBJECT: Amendment to Departmental Allocation List and Table and Index for Information Technology Services

RECOMMENDATION

Human Resources Director requests adoption of a resolution regarding the following in connection with the Information Technology Services Division of the County Executive Office effective August 25, 2007:

1. Amend the Departmental Allocation List to add one (1) (M) Acting Chief Information Officer;
2. Amend the Table and Index of Classes to add Acting Chief Information Officer; and
3. Amend appropriate policies to add Acting Chief Information Officer.

EXECUTIVE SUMMARY

The position of Chief Information Officer became vacant August 4, 2007. The appointment of a successor is not anticipated to take place immediately, therefore, in order to enable the department to operate effectively during the interim, the Human Resources Director recommends the Board allocate an Acting Chief Information Officer position effective August 25, 2007.

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

The position of Chief Information Officer became vacant August 4, 2007. The appointment of a successor is not anticipated to take place immediately, therefore, in order to enable the department to operate effectively during the interim, the Human Resources Director recommends the Board allocate an Acting Chief Information Officer position effective August 25, 2007. Costs associated with the Acting Chief Information Officer position will be paid out of salary savings from the vacant, regular, Chief Information Officer position.

The Acting Chief Information Officer position will be deleted from the Departmental Allocation List, Table and Index, and appropriate policies upon the appointment of the Chief Information Officer.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Karen Gratton