



MARIPOSA COUNTY

Planning · 209-966-5151



RESOLUTION - ACTION REQUESTED 2016-344

MEETING: June 28, 2016

TO: The Board of Supervisors

FROM: Sarah Williams, Planning Director

RE: Approve to Increase the Allocation of the 0.80 Senior GIS Specialist Position in the Planning Budget

RECOMMENDATION AND JUSTIFICATION:

Approve increasing the allocation of the 0.80 Permanent Part-Time Senior Geographic Information Systems (GIS) Specialist position in the Planning Budget to Full-Time, Effective August 1, 2016.

On June 10, 2016 Planning received an unexpected resignation from the current Senior GIS Specialist and the position will be vacant as of July 15, 2016.

The Senior GIS Specialist is a critical position for not only the Planning Department but for the entire County. This position was responsible for updating and implementing the ArcGIS Server for Countywide GIS Users. GIS staff are assisting with mapping for the Midpines Community Plan (Background Report), and are taking steps to finalize a county wide zoning map (using GIS). GIS staff are also working on a public version of the first responders map book and have significant important project requests from other departments, including the Sheriff's Department and Fire Department.

The Senior GIS Specialist position has been at an 80% permanent part time (PPT) allocation in order to accommodate the current employee. With the resignation of this employee, Planning is requesting funding to make this a full time (FT) allocation. This request is made in consideration of the current GIS work load, as well as the fact that recruiting for an 80% PPT for this high level technical position may eliminate some qualified candidates.

The position is currently filled at the Step 5 level. Hiring a new Senior GIS Specialist would be at a Step 1 (or possibly Step 2). With the increase from 0.80 PPT to FT, there will be approximately a \$5,000 increase in annual salary expenses plus an increase in benefits. Even with the immediate commencement of the recruitment process, it will take at least three months to complete the hiring process and get the position filled. There will be adequate savings resulting from the vacancy to cover the additional costs for the FY 2016-2017 budget year.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board amended the extra-help Planning Technician position to permanent part time status, and the incumbent was hired to this position on January 1, 2009.

The Board approved the new classification of Senior GIS Specialist position and the incumbent was reclassified effective April 1, 2013.

Changes to the allocation schedule require Board approval.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Not authorizing the increase from PPT to FT will likely make recruiting for this critical technical position difficult.

FINANCIAL IMPACT:

An increase in salaries and benefits to the General Fund of approximately \$6,000 which will be offset with salary savings in the Fiscal Year 2016-17 Budget.

CAO RECOMMENDATION

Requested Action Recommended


Mary Hodson, CAO 6/23/2016

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]

MOVER: Merlin Jones, District II Supervisor

SECONDER: Rosemarie Smallcombe, District I Supervisor

AYES: Rosemarie Smallcombe, Merlin Jones, Marshall Long, Kevin Cann

EXCUSED: John Carrier