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Board Agenda Item

TO: Air Pollution Control District Board

FROM: Dave Van Mullem, Air Pollution Control Officer

CONTACT: Brian Shafritz, Manager, Technology and Environmental Assessment (TEA) Division (961-8823)

SUBJECT: Modifications to staff positions within the Technology and Environmental Assessment Division

RECOMMENDATION:

- A. Adopt the job class specification entitled Planning and Grants Program Supervisor; and
- B. Approve and adopt the attached Resolution amending the APCD's Classification and Salary Plan to:
 - 1. Delete one (1) Planning and Technology Supervisor;
 - 2. Add one (1) Planning and Grants Program Supervisor;
 - 3. Delete one (1) Air Quality Engineer III position;
 - 4. Add one (1) Air Quality Specialist I/II position; and
 - 5. Establish a salary range for the classification of Planning and Grants Program Supervisor.

DISCUSSION:

The Technology and Environmental Assessment (TEA) Division has undergone some changes in responsibilities over time. These changes are principally due to the following two factors:

- 1. Santa Barbara County has attained federal air quality standards. The Clean Air Plan efforts are now focused solely on State requirements. This has eliminated the more technical requirements associated with federal Clean Air Plans.

2. District grant programs have been running smoothly in conformance with State guidelines for a number of years. Highly technical skills that were once important in the development of the grant programs are no longer essential now that the programs are well established.

The Planning and Technology Supervisor position was developed many years ago primarily to oversee Clean Air Plan functions, and to analyze new technologies and develop grant programs to achieve emission reductions. The essential functions of this position were reviewed upon the recent retirement of the staff person occupying this position, and a number of the more technical functions were found to be obsolete. The newly created job classification for Planning and Grants Program Supervisor eliminates various technical functions that existed in the prior position and places greater emphasis on project administration; the title reflects the updated duties to be performed. The salary range of this new position is less than the previous position to reflect the reduced scope of technical and engineering related skills. The new job class specification entitled Planning and Grants Program Supervisor is presented for your review and adoption (Attachment A).

Similarly, an Air Quality Engineer III was largely responsible for developing and implementing grant programs. The individual holding this position recently retired, and upon further evaluation we have found that an Air Quality Specialist I/II would be more suitable than an Engineer III to carry out these duties and to assist with other general planning functions in TEA. Thus, we intend to delete the Engineer III position and add an Air Quality Specialist I/II position. The duties to be performed are more aligned with those in the existing class specification for the Air Quality Specialist I/II/III (Attachment B). This would result in a net decrease in budgeted salaries.

FISCAL IMPACT:

Due to the reduced salary range of both job classifications, there will be no impact to this year's budget.

ATTACHMENTS (3)

A – Job Class Specification – Planning and Grants Program Supervisor

B – Job Class Specification – Air Quality Specialist I/II/III

C – Resolution to amend Classification and Salary Plan