

Agenda Date: March 17, 2011
Agenda Placement: Admin.
Estimated Time: N/A
Continued Item: No

Board Agenda Item

TO: Air Pollution Control District Board

FROM: Terry Dressler, Air Pollution Control Officer

CONTACT: Sharyl K. Preskitt, 961-8828

SUBJECT: Adopt New Class Specification and Related Revisions to the Classification and Salary Resolution

RECOMMENDATION:

- A. Adopt the new class specification entitled Network Technician I/II.
- B. Approve and adopt the attached Resolution amending the APCD's Classification and Salary Plan to:
 1. Delete one and three quarter (1.75) Departmental Data Processing Specialist Senior and replace it with two (2.0) Network Technician I/II positions.

DISCUSSION:

As the District has continued to reduce in size over the years and as a result of recent retirements it is appropriate at this time to review the class specifications of the Departmental Data Processing Specialist (DP Specialist) series. Attached for your review and consideration is the proposed Network Technician I/II class specification.

The attached class specification has been revised to incorporate language that updates terminology and equipment used in the IT field. It has also been revised to more appropriately define the duties of the position. Essential functions have also been added to better facilitate compliance with the Americans with Disabilities Act. This update to the class specification is necessary in order to ensure that minimum qualifications and performance standards are accurately conveyed in preparation for an upcoming recruitment. The remaining DP Specialist Senior incumbent would be reclassified as a Network Technician II.

The District's reduction in staff over the years has emphasized the need for automation of internal tasks, resulting in an increased workload for IT staff.

The APCD has a 1.75 full time equivalent (FTE) allocation for this position. While we are proposing to increase the total allocation for this position to 2 FTE we plan on maintaining our funding at the 1.75 level. Restoring the allocation to FTE will allow the flexibility to complete necessary work as funding is available.

Fiscal Impact

There is no fiscal impact to implement this recommendation.

Passed and Adopted by the Air Pollution Control District Board of the County of Santa Barbara, State of California, this 17th day of March, 2011, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest:
**Clerk of the Air Pollution Control District of
The County of Santa Barbara**

**Chair, Santa Barbara County Air
Pollution Control District**

By _____
Deputy

APPROVED AS TO FORM:
DENNIS A. MARSHALL
COUNTY COUNSEL

APPROVED AS TO ACCOUNTING FORM:
ROBERT W. GEIS, CPA
AUDITOR-CONTROLLER

By _____
Deputy County Counsel

By _____
Deputy