



COUNTY OF HUMBOLDT

For the meeting of: 12/7/2021

File #: 21-1707

To: Board of Supervisors

From: Child Support Services

Agenda Section: Consent

SUBJECT:

Allocation of One Full Time Equivalent (FTE) Accounting Technician to Budget Unit 1380 (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Allocate one full time equivalent (FTE) 1.0, Accounting Technician position (salary range 367, class 0355, position 02) to Budget Unit 1380, effective the pay period following Board approval.

SOURCE OF FUNDING:

Child Support Services (1380)

DISCUSSION:

During the fiscal year (FY) 2020-21 budget process, the North Coast Regional Department of Child Support Services (NCRDCSS), deallocated one Accounting Technician position from the budget. The employee who had held that position retired, and it was determined that the Department could take advantage of the statewide Child Support shared service agreement with Solano County Child Support to assist with the case load financials assigned to this retiring employee. Due to a restructure of the statewide program in FY 2021-22, Solano County Child Support does not anticipate continuing this service. The allocation of one FTE Accounting Technician (class 0355) is requested to be added to the NCRDCSS budget, to support the case financial duties. Approval of the position change will result in one additional position to the overall FTE in budget unit (BU) 1380-206. The allocation of the position will aid with providing community appropriate levels of customer service as well as managing our resources to ensure sustainability of services.

FINANCIAL IMPACT:

The total cost of salaries and benefits for the allocation of the Accounting Technician position is \$45,705. The current NCRDCSS budget, held in BU 1380-206, has sufficient salary savings to cover the requested staffing change due to several positions being left vacant. There is no impact to the General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing community-appropriate levels of service and managing our resources to ensure sustainability of services.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors could choose not to approve the allocation of the position; however, this would impact customer service as well as succession planning for future fiscal years.

ATTACHMENTS:

None

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A