



# COUNTY OF HUMBOLDT

For the meeting of: 8/10/2021

---

File #: 21-1084

---

**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Consent

**SUBJECT:**

Deallocation of 1.0 Full-Time Equivalent (FTE) Senior Information Technology (IT) Systems Administrator and 1.0 FTE IT Systems Administrator Positions, and the Allocation of 2.0 FTE Senior IT Technician Positions

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the deallocation of 1.0 FTE Senior IT Systems Administrator position (class 0126, salary range 393) and 1.0 FTE IT Systems Administrator I (class 0120, salary range 365) in budget unit 3550-118 to be effective immediately following Board approval; and
2. Approve the allocation of 2.0 FTE Senior IT Technician positions (class 0188, salary range 445) in budget unit 3550-118 to be effective immediately following Board approval.

**SOURCE OF FUNDING:**

Information Technology Fund (3550)

**DISCUSSION:**

In recent years, the County of Humboldt's use of, and reliance upon, technology has substantially increased. Thus, the responsibilities and functions required of the IT staff has become more diverse. IT's current division of duties has technical and systems administration duties separated. This separation of duties has become complicated and limiting to providable services. As a result, the County Administrative Office (CAO) is requesting the deallocation of 1.0 FTE Senior IT Systems Administrator position (class 0126, salary range 393) and 1.0 FTE IT Systems Administrator I position (class 0120, salary range 365) and the allocation of 2.0 FTE Senior IT Technician positions (class 0188, salary range 445) in the CAO - Information and Technology Division budget unit 3550-118 to be effective immediately following Board approval.

**FINANCIAL IMPACT:**

The deallocation of 1.0 FTE Senior IT Systems Administrator position and 1.0 FTE IT Systems Administrator I position will result in annual salary and benefits savings of \$149,343. The allocation of 2.0 FTE Senior IT Technician positions will result in an annual salary and benefits increase of

---

**File #: 21-1084**

---

\$194,520. The recommended allocation and deallocation will result in a net salary and benefits increase of \$45,177 in Fund 3550.

Expenditure appropriations related to the recommended allocation and deallocation are available through anticipated salary savings in fiscal year (FY) 2021-2022 budget for Information Technology budget unit 3550-118 and will be included in the FY 2022-23 budget. As a result, the recommended allocation and deallocation will not impact the Humboldt County General Fund.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by providing for and maintaining infrastructure .

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to approve the recommended allocation and deallocation. However, this alternative is not recommended as it would have a negative impact on the Information Technology Division's ability to efficiently and effectively serve County of Humboldt employees.

**ATTACHMENTS:**

None

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A