

**Human Resource Services**

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May 7, 2013

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Subject: Salary Ordinance Amendment

Dear Board Members:

Recommendation:

That your Board adopt a Salary Ordinance amendment (1) establishing a new job classification in the Human Resource Services Department, with salary administration criteria , and (2) establishing a new footnote in the Health Care Services Agency.

Discussion/Findings:

We are recommending the new job classification of Job Code 0463SM, Disability Programs Administrator, in the Human Resource Services Department. This single incumbent position is responsible for planning, organizing and directing the work activities and staff of the centralized Disability Programs Division, which includes developing and establishing Countywide policies and procedures, rules, regulations and guidelines designed to eliminate disability discrimination practices and reduce liability issues; and to actively develop and promote a centralized disability management program.

Additionally, based on the recent retirement of the former Director of Behavioral Health Care Services, the HCSA has requested a five percent footnote be established to compensate one employee in Job Code 5143SM, Physician V, who is currently serving as the Medical Director for the Behavioral Health Care Services Department, and who will be assuming the duties of the Director of Behavioral Health Care Services. It is anticipated that the Department will be recruiting for a full-time Director soon. As such, this footnote will sunset effective October 26, 2013.

Funding:

Funds are available in the 2012 and 2013 budget appropriation to pay the cost resulting from these actions.

Very truly yours,


Mary Welch, Interim Director
Human Resource Services

MW:vb

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Cc: County Administrator
Auditor-Controller
County Counsel
Director, Health Care Services Agency

Approved as to Form
DONNA ZIEGLER, County Counsel

By 

AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2012-2013
ALAMEDA COUNTY SALARY ORDINANCE

The Board of Supervisors of the County of Alameda ordains as follows:

SECTION I

Section 1-2.2 of Ordinance Number 0-2012-51 of the County of Alameda is hereby amended by the addition thereto of the following Job Code, Title, and Salary to be effective June 9, 2013.

Job Code	Title	STEP 01	STEP 02	STEP 03	STEP 04	STEP 05
0463 SM	Disability Programs Administrator	3635.20				4417.60

SECTION II

Article 3, of Ordinance Number 0-2012-51 of the County of Alameda is hereby amendment by the amendment thereof of the following note to be effective June 9, 2013.

3-13.3 Add "and Job Code 0463SM" in paragraph one and in paragraph two.

SECTION III

Article 3, of Ordinance Number 0-2012-51 of the County of Alameda is hereby amendment by the addition thereto of the following note, to be effective on the date shown.

3-12.82 Effective April 28, 2013, not to exceed one position under Job Code #5143SM, when assigned leadership, direction and oversight responsibilities as the Director of the County's Behavioral Health Care Services program in the Health Care Services Agency, the incumbent shall receive an additional five percent compensation. This footnote is to sunset effective October 26, 2013.

SECTION IV

This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published once with the names and of the members voting for and against the same in the Inter-City Express, a newspaper published in the said County of Alameda.