

County of Santa Clara
Technology Services and Solutions Department



24-5358

DATE: May 7, 2024 (Item No. {{item.number}})

TO: Board of Supervisors

FROM: Nina D'Amato, Chief Information Officer

SUBJECT: Salary Ordinance Amendment to delete one Accountant I and add one Financial Analyst II-I

RECOMMENDED ACTION

Introduce and preliminarily adopt Salary Ordinance No. NS-5.24.76, an Ordinance amending Santa Clara County Salary Ordinance No. NS-5.24 relating to compensation of employees deleting one Accountant I or Accountant Assistant position and adding one Financial Analyst II or Financial Analyst I position in Technology Services and Solutions Department.

FISCAL IMPLICATIONS

For Fiscal Year (FY) 2023-2024, Technology Services and Solutions (TSS) has sufficient appropriations to absorb the impact.

For FY 2024-2025, TSS's Object 1 salary and benefits estimated appropriation will be increased by approximately \$40,512, which will be offset by a decrease in Object 2 services and supplies by the same amount. This is an estimated cost and subject to true-up cost to be noted in the Salary Ordinance budget form.

REASONS FOR RECOMMENDATION AND BACKGROUND

The core budget team functions are to carry out budget preparation, planning, monitoring and prepare complex budget reports. The Accountant job classification does not have an ability requirement for analysis beyond that of accounting, financial, and statistical data. A Financial Analyst II position is needed to align with the budget team's operational needs. Most County departments have financial analysts staffed to fulfill budgetary responsibilities. TSS could not find closely related suitable candidates to recruit for the budget team vacancy in an Accountant job code.

The OBA calendar has numerous deliverables throughout the fiscal year, which requires continuous budget monitoring and communication with operational teams in TSS. The department's extensive assessment of versatile budget forms, reports for ongoing operations that include fixed assets, new and contract renewals, internal budget checkpoints for travel, and training estimated cost approvals, revealed the need for a change in the team structure hierarchy. Additionally, this position responds to budgetary requests for board meetings,

contract renewals, and position changes/upgrades; and increased funding requests for personnel, projects, and contracts. The ongoing need for budgetary development and adjustments result in a high volume of modifications to keep pace with the budget team's workload.

The County Employees Management Association concurs with the requested add/delete.

The Service Employees International Union (SEIU) does not concur with this add/delete.

On August 31, 2023, TSS emailed SEIU to request concurrence, and on October 31, TSS provided requested information relating to this add/delete.

Between November 2023 and February 2024, TSS made four additional attempts to meet by providing SEIU meeting date options. TSS also provided the Union with any requested information regarding the mission-critical benefits that this add/delete will deliver to the TSS-Fiscal Operations team. SEIU, however, was not available to meet. Further, SEIU indicated it would not provide concurrence on any add/delete that would cross unions.

TSS initially notified SEIU by email that the add/delete request would go before the Board without concurrence; a meet and confer was subsequently scheduled on March 26. At that meeting TSS and SEIU could not come to agreement, and TSS advised it would move forward with the add/delete request without concurrent and would be targeting the May 7, 2024, Board of Supervisors meeting.

The Employee Services Agency – Human Resources department supports this recommendation.

CHILD IMPACT

The recommended action will have no/neutral impact on children and youth.

SENIOR IMPACT

The recommended action will have no/neutral impact on seniors.

SUSTAINABILITY IMPLICATIONS

The recommended action will have no/neutral sustainability implications.

CONSEQUENCES OF NEGATIVE ACTION

TSS finance will continue to struggle with the increased workload without needed support.

STEPS FOLLOWING APPROVAL

Please send notification of completed processing to Ameen Moslehi, Jecelyn Zaha, and Lisa Bito and Stephanie Gonzales (Technology Services & Solutions).

ATTACHMENTS:

- NS 5 24 76 TSS Deleting one Accountant I and adding one Financial Analyst II or I