

Agenda

County of Inyo Board of Supervisors

Board of Supervisors Room
County Administrative Center
224 North Edwards
Independence, California

All members of the public are encouraged to participate in the discussion of any items on the Agenda. Anyone wishing to speak, please obtain a card from the Board Clerk and indicate each item you would like to discuss. Return the completed card to the Board Clerk before the Board considers the item (s) upon which you wish to speak. You will be allowed to speak about each item before the Board takes action on it.

Any member of the public may also make comments during the scheduled "Public Comment" period on this agenda concerning any subject related to the Board of Supervisors or County Government. No card needs to be submitted in order to speak during the "Public Comment" period.

Public Notices: (1) In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (760) 878-0373. (28 CFR 35.102-35.104 ADA Title II). Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting. Should you because of a disability require appropriate alternative formatting of this agenda, please notify the Clerk of the Board 72 hours prior to the meeting to enable the County to make the agenda available in a reasonable alternative format. (Government Code Section 54954.2). (2) If a writing, that is a public record relating to an agenda item for an open session of a regular meeting of the Board of Supervisors, is distributed less than 72 hours prior to the meeting, the writing shall be available for public inspection at the Office of the Clerk of the Board of Supervisors, 224 N. Edwards, Independence, California and is available per Government Code § 54957.5(b)(1).

Note: Historically the Board does break for lunch, the timing of a lunch break is made at the discretion of the Chairperson and at the Board's convenience.

ADDENDUM

to

*Inyo County Board of Supervisors
Regular Meeting
9:00 a.m.
January 8, 2013*

ADDITION

- 2A. **ELECTION OF OFFICERS** - Request Board elect a Chairperson and Vice-Chairperson for Calendar 2013.
- 16A. **COUNTY ADMINISTRATOR – Information Services** – Request Board find that consistent with the adopted Authorized Position Review Policy: A) the availability of funding for the position of Information Services Network and Operations Analyst exists, as certified by the Information Services Manager and concurred with by the County Administrator and Auditor-Controller; B) and where if the County was facing layoffs, the position could be filled by internal candidates meeting the qualifications for the position, but since no layoffs are pending, an open recruitment would be appropriate to ensure qualified applicants apply; and C) approve the hiring of one Network and Operations Analyst I at Range 65 (\$3,671 - \$4,464) through IV at Range 76 (\$4,768 - \$5,796), and authorize to hire at the E step depending on qualifications.



AGENDA REQUEST FORM
 BOARD OF SUPERVISORS
 COUNTY OF INYO

For Clerk's Use Only:
AGENDA NUMBER
 2A.

- Consent Departmental Correspondence Action Public Hearing
 Scheduled Time for Closed Session Informational

FROM: County Administrator
BY: Patricia Gunsolley, Assistant Clerk of the Board

FOR THE BOARD MEETING OF: January 8, 2013

SUBJECT: Election of Officers

DEPARTMENTAL RECOMMENDATION: Request Board elect a Chairperson and Vice-Chairperson of the board of supervisors for Calendar 2013.

SUMMARY DISCUSSION: - Each year the Board of Supervisors elects Chairperson and Vice-Chairperson for the coming year.

ALTERNATIVES: N/A

OTHER AGENCY INVOLVEMENT: N/A

FINANCING: N/A

APPROVALS

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|---------------------|---|
| BUDGET OFFICER: | BUDGET AMENDMENTS <i>(Must be reviewed and approved by Budget Officer prior to being approved by others, as needed, and submission to the Assistant Clerk of the Board.)</i> |
| COUNTY COUNSEL: | AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS <i>(Must be reviewed and approved by county counsel prior to submission to the Assistant Clerk of the Board.)</i> Approved: _____ Date _____ |
| AUDITOR/CONTROLLER: | ACCOUNTING/FINANCE AND RELATED ITEMS <i>(Must be reviewed and approved by the auditor-controller prior to submission to the Assistant Clerk of the Board.)</i> Approved: _____ Date _____ |
| PERSONNEL DIRECTOR: | PERSONNEL AND RELATED ITEMS <i>(Must be reviewed and approved by the director of personnel services prior to submission to the Assistant Clerk of the Board.)</i> Approved: _____ Date _____ |

DEPARTMENT HEAD SIGNATURE:

(Not to be signed until all approvals are received) _____ Date: _____
 (The Original plus 20 copies of this document are required)



AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

For Clerk's Use
Only:
AGENDA NUMBER

16A.

- Consent Departmental Correspondence Action Public Hearing
 Scheduled Time for Closed Session Informational

FROM: County Administrator – Information Services

FOR THE BOARD MEETING OF: **January 8, 2013**

SUBJECT: Authorization to hire an Information Services Network and Operations Analyst

DEPARTMENTAL RECOMMENDATION:

Request your Board find that consistent with the adopted Authorized Position Review Policy:

- A. The availability of funding for this requested position exists, as certified by the Information Services Manager and concurred with by the County Administrator, and the Auditor-Controller; and where, if the County was facing layoffs, the position could be filled by internal candidates meeting the qualifications for the position, but since no layoffs are pending, an open recruitment would be appropriate to ensure qualified applicants apply; and
- B. Approve the hiring of one Network and Operations Analyst (I, Range 65, [\$3,671-\$4,464] – IV Range 76, [\$4,768-\$5,796]), and authorize to hire at the E step, depending on qualifications.

SUMMARY DISCUSSION:

In November, 2012, the Board received a Status and Goals workshop from Information Services. In addition to providing an opportunity ask questions and provide direction regarding technology at the County, the workshop attempted to discuss the Information Services workload and illustrate that, at present staffing levels, staff are saturated with responsibilities related to daily operations and have little capacity to accommodate additional projects.

In December, 2012, in an effort to reduce the risk and increase the functionality and effectiveness of the County's property tax processing, your Board authorized the Property Tax Management System project. The first 18 months of the project includes development, implementation, configuration and training; all heavily dependent on Information Services resources. Additionally, the County has agreed to an aggressive implementation schedule with the vendor. As a result, the property tax management system will require Information Services resources which will not be sufficiently available without additional staff.

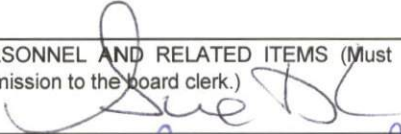
Information Services has maintained the vacancy of an approved technical position for the last several years. Over that time, while the technology deliverables to the County have been measured, the cost savings for the County have been significant. The Information Services Director appreciates County budget concerns and only makes this request after considering the cost of filling the vacancy versus the negative impact to the property tax management system project and Information Services daily operations if the position remains vacant.

ALTERNATIVES: Your Board could choose not to approve hire at an E step in which case staff would continue to pursue the best candidates. Alternatively, your Board could choose to not authorize filling the position in which case staff would request direction relative to Information Services support of the property tax management system project.

OTHER AGENCY INVOLVEMENT: The property tax management system primarily impacts the Offices of the Assessor, Auditor and Tax Collector; however, other departments and agencies will also be impacted, including: Environmental Health, Planning, Public Works, County Recorder and the City of Bishop.

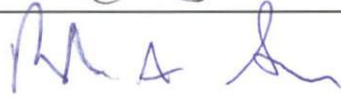
FINANCING: The funding for this position is budgeted in the Board approved Information Services FY 2012-13 budget [011801-including all Salary & Benefit related object codes].

APPROVALS

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|---------------------|--|
| COUNTY COUNSEL: | AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS (Must be reviewed and approved by county counsel prior to submission to the board clerk.) Approved: _____ Date _____ |
| AUDITOR/CONTROLLER: | ACCOUNTING/FINANCE AND RELATED ITEMS (Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.) Approved: _____ Date _____ |
| PERSONNEL DIRECTOR: | PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:  ✓ Date 1/4/13 |

DEPARTMENT HEAD SIGNATURE:

(Not to be signed until all approvals are received)



Date: 1/4/13