



Legislation Text

File #: 19-246, **Version:** 1

Adopt a resolution amending the List of Numbers and Classifications of Positions to reclass 2.0 FTE Compliance and QA Analyst positions

Published Notice Required? Yes ___ No X
Public Hearing Required? Yes ___ No X

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services (H&SS) recommends that the Board of Supervisors adopt a resolution amending the List of Numbers and Classifications of Positions to reclass 2.0 FTE Compliance and QA Analyst positions.

SUMMARY:

In response to a Grand Jury report from 2018 recommending changes regarding the H&SS Compliance Unit on March 12, 2019, the Board heard a presentation on the H&SS reorganization and recommendations for changes in the H&SS Compliance Unit. H&SS staff discussions referenced two (2) reports/studies on the H&SS Compliance Unit. The Board took action to approve establishing an H&SS Executive Compliance Committee and approved a Compliance Charter. However, also discussed and recommended were the reassignment of the reporting for compliance from the Department Head to the Assistant Department Head; the reduction in the total assigned staff and a resolution for the reclassification of two Compliance Unit positions. Staff is recommending the Board adopt the attached Resolution amending the List of Numbers and Classifications of Positions related to the Compliance Unit only to reclass 2.0 FTE Compliance and QA Analyst and affirm the reporting assignment.

FINANCIAL IMPACT:

There is no increase in costs association with the proposed reclassifications. The Personnel and Salary Resolution provides that employees' salaries will remain the same for a minimum of two years should the To Be Determined (TBD) classifications outlined in the resolution result in any wage reduction. As such, for a minimum of two years, both positions which move from the Compliance Unit to perform related duties will continue to earn the same salary as each employee presently earns. The costs associated with preparing this agenda item are nominal and absorbed by the Department's FY2018/19 Adopted Budget. There is no additional financial impact to the County General Fund.

DISCUSSION:

In July 2018, the Solano County Grand Jury issued its report on In Home Supportive Services which included a recommendation to relocate the H&SS office of Compliance and Quality Assurance from the H&SS Department reporting to the Director to the County's Auditor-Controller's Office (ACO). The Grand Jury recommendations were reviewed by an outside consultant and the consultant recommended against the change in assigned Department reporting but recommended a number of operational changes. Upon further discussions between H&SS, ACO, County Administrator's Office and County Counsel there were several documents prepared and definitions around compliance developed. On March 12, 2019 the Board of Supervisors heard these recommendations as part of a larger operational and organizational report from

H&SS.

On March 12, 2019, the Board took action to establish the Committee and approved the Charter but did not take action on the reclassification of the Compliance Unit FTEs which were included as part of the greater discussion on the H&SS organizational structure. Staff is recommending proceeding with the Compliance Unit reorganization now to be able to implement the intent of the Charter rather than delaying this until the future discussion of the reorganization.

ALTERNATIVES:

The Board could choose to not approve the reclassifications. This alternative is not recommended because the proposed staffing is intended to align the Compliance Unit with best practices.

OTHER AGENCY INVOLVEMENT:

The County Administrator's Office and Human Resources were consulted on the proposed reclassifications.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION