



YOLO COUNTY IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

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TO: Mike McGowan, Chair
And Members of the Public Authority Governing Board

FROM: Frances Smith, Director

DATE: December 8, 2009

SUBJECT: Reallocation of one Registry Specialist position to one Secretary position
(No general fund impact, funds approved in FY 2009/10 budget.)

RECOMMENDED ACTION

Approve the reallocation of one Registry Specialist position to one Secretary position.

FISCAL IMPACT

The funds related to this recommended action were included in the approved 2009/10 budget.

BACKGROUND

The Public Authority began operations in FY 2008/2009 with an approved budget for four Registry Specialists, one Associate Administrative Services Analyst, one director and no secretary. During that year, two Registry Specialists left the Public Authority and the positions were not re-filled. The Public Authority Budget for FY 2009/2010 was approved with funding for just two Registry Specialists and one Secretary, but the Secretary position was not added to the official position allocation and was not formally adopted by the Governing Board.

REASON FOR THE RECOMMENDED ACTION

Approval of this recommended action will add a Secretary position to the Public Authority staffing allocation as planned in the FY 2009/10 budget. The proposed action will allow the Department of Employment and Social Services to submit claims to the state for expenditures for the secretary.

OTHER AGENCY INVOLVEMENT

The Department of Human Resources and the Department of Employment and Social Services collaborated with the Public Authority to develop this request.