

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
BOARD ACTION SUMMARY

DEPT: Community Services Agency

BOARD AGENDA #: *B-8

AGENDA DATE: July 25, 2017

SUBJECT:

Approval of Appointment of a Manager II above the Midpoint of the Salary Band

BOARD ACTION AS FOLLOWS:

No. 2017-411

On motion of Supervisor Olsen, Seconded by Supervisor Withrow
and approved by the following vote,

Ayes: Supervisors: Olsen, Withrow, DeMartini, and Chairman Chiesa

Noes: Supervisors: None

Excused or Absent: Supervisors: Monteith

Abstaining: Supervisor: None

1) Approved as recommended


2) Denied

3) Approved as amended

4) Other:

MOTION:

ATTEST:


ELIZABETH A. KING, Clerk of the Board of Supervisors

File No.

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
AGENDA ITEM**

DEPT: Community Services Agency
Urgent Routine

BOARD AGENDA #: *B-8

AGENDA DATE: July 25, 2017

CEO CONCURRENCE: *pht*

4/5 Vote Required: Yes No

SUBJECT:

Approval of Appointment of a Manager II above the Midpoint of the Salary Band

STAFF RECOMMENDATIONS:

1. Approve the appointment of Julie Huang to the position of Manager II as a Finance Manager with the Community Services Agency (CSA) at an annual salary of \$80,000, which is above the midpoint of the salary band.

DISCUSSION:

The Community Services Agency Finance and Operations Division require a highly experienced and skilled fiscal management team in order to coordinate all financial, budget and reporting aspects of CSA's \$341 million operating budget. A competitive open recruitment took place for a Manager II in which only seven individuals met the minimum requirements of the position and three of the applicants declined the selection interview. The top candidate has been selected for this hard-to-recruit position based on education and experience in governmental account principles and practices.

The top candidate has over ten years of government accounting experience, of which four have been in a supervisory capacity. She currently works for the California Superior Court, County of San Bernardino providing direct oversight of financial reporting, forecasting and budget development. She also possesses professional accounting experience working for the Mammoth Water District as well as the Army and Air Force Exchange Service. This candidate has relevant budget experience in financial reporting, forecasting, and budget development and has coordinated and prepared both internal and external audits. The candidate has been responsible for preparing financial statements and narratives for board meetings, quarterly investment holding reports, and mid-year forecasts to project the fiscal year's financial condition with budget variances. In addition to her work experience, the candidate has a Master's degree in Finance as well as a Certified Public Accountant license.

The candidate's strong knowledge and experience make her an ideal person to join the Community Services Agency Finance Division. The candidate is currently making a salary of \$80,000 and is only willing to accept the position if we match her current pay.

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POLICY ISSUE:

Board of Supervisors' approval is required to appoint unclassified employees at fifty-one percent or more above the salary band.

FISCAL IMPACT:

The annual cost of filling the Finance Manager II position is \$119,952, including salary and benefits can be supported within the existing legal budget appropriation authority already approved by the Board of Supervisors for the Community Services Agency. The position is funded with Federal/State/County revenues, with a County share of approximately 3% or \$3,599 covered within the existing County General Fund. There is no additional impact to the County General Fund. No budget adjustment is needed as a result of approval of the staff recommendations.

Cost of recommended action:

Source(s) of Funding:

Federal/State/County Funding

\$ 116,353

Existing CSA County General Fund Match

\$ 3,599

\$ 119,952

Funding Total:

\$ 119,952

Net Cost to County General Fund

\$ -

Fiscal Year:

2017/2018

Budget Adjustment/Appropriations needed:

No

BOARD OF SUPERVISORS' PRIORITY:

Approval of this appointment supports the Board's priority of Efficient Delivery of Public Services by ensuring that the Community Services Agency employs highly qualified candidates.

STAFFING IMPACT:

Approval of this salary above the midpoint of the band will allow a hard-to-recruit vacant management position to be filled in the Finance Operations Unit of CSA with a highly qualified candidate.

CONTACT PERSON:

Kathryn M. Harwell, Director (209) 558-2000

ATTACHMENT(S):

None