



Legislation Details (With Text)

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Title:	CONSIDER THE APPROVAL OF RESOLUTION 19-033, OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING RESOLUTION 77-111, THE CLASSIFICATION PLAN BY ADOPTING REVISED JOB SPECIFICATIONS FOR CONSTRUCTION INSPECTOR WITH A SALARY INCREASE, HUMAN SERVICES SUPERVISOR AND SEASONAL AIDE (PT) AND AMENDING FY 2018-2019 BUDGET, BY ELIMINATING ONE SENIOR CONSTRUCTION INSPECTOR POSITION AND ADDING AN ADDITIONAL CONSTRUCTION INSPECTOR POSITION (CITY COUNCIL)				
Sponsors:					
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Attachments:	1. Construction Inspector Job Spec (proposed 2 19 19), 2. Human Services Supervisor Job Spec (proposed 2 19 19), 3. Seasonal Aide Job Spec (proposed 2 19 19), 4. Resolution 19-033 re 3 Job Specs				

Date	Ver.	Action By	Action	Result
2/19/2019	1	City Council		

Report to Mayor and City Council

Tuesday, February 19, 2019

Consent

SUBJECT:

CONSIDER THE APPROVAL OF RESOLUTION 19-033, OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING RESOLUTION 77-111, THE CLASSIFICATION PLAN BY ADOPTING REVISED JOB SPECIFICATIONS FOR CONSTRUCTION INSPECTOR WITH A SALARY INCREASE, HUMAN SERVICES SUPERVISOR AND SEASONAL AIDE (PT) AND AMENDING FY 2018-2019 BUDGET, BY ELIMINATING ONE SENIOR CONSTRUCTION INSPECTOR POSITION AND ADDING AN ADDITIONAL CONSTRUCTION INSPECTOR POSITION (CITY COUNCIL)

I. SUMMARY

When a vacancy occurs, it presents Staff with the ideal time to enhance job specs to reflect current needs based upon industry trends, technological advancements and business evolution. At this time, Staff is proposing three (3) amended job specs which properly

reflect current City needs.

II. RECOMMENDATION

WAIVE further reading and APPROVE Resolution No. 19-033, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING RESOLUTION 77 -111, THE CLASSIFICATION PLAN, BY ADOPTING REVISED JOB SPECIFICATIONS FOR CONSTRUCTION INSPECTOR WITH A SALARY INCREASE, HUMAN SERVICES SUPERVISOR AND SEASONAL AIDE (PT) AND AMENDING FY 2018-2019 BUDGET, BY ELIMINATING THE SENIOR CONSTRUCTION INSPECTOR POSITION AND ADDING AN ADDITIONAL CONSTRUCTION INSPECTOR POSITION."

III. ALTERNATIVES

TAKE any action deemed necessary.

IV. BACKGROUND

Construction Inspector

Due to the departure of the Senior Construction Inspector, Salary Range 345, (\$5,532 - \$7,050/month), represented by the American Federation of State, County and Municipal Employees (AFSCME), Local 809, in April 2018, a vacancy exists.

At this time, the department no longer requires a senior-level member on the inspections team as it has a Construction Inspections Supervisor. The team instead is in need of a field-working Construction Inspector, currently at Salary Range 339, (\$4,778 - \$6,088).

Staff is requesting approval of the elimination of the Senior Construction Inspector, and the addition of another second Construction Inspector. The department would then consist of the Construction Inspections Supervisor and three Construction Inspectors, at the new rate of Salary Range 343, (\$5,268 - \$6,713). Two recruitments would be required as the City has only one Construction Inspector currently on staff.

Staff Met & Conferred with AFSCME 809 on the current job spec and proposed job spec for the position of Construction Inspector (Exhibit 1) and the bargaining group has no objections. Staff conducted three (3) unsuccessful recruitments to fill the initial vacancy, each time without success. Staff is confirming that better defined essential job duties, enhanced qualification requirements along with the proposed 10% compensation increase to Salary Range 343 (as stated above) will yield a successful recruitment. Staff presented the initial proposed 5% to AFSCME 809, reevaluated and presented a follow-up proposed 10% to AFSCME 809, to which they were non-responsive as of the agenda deadline on 2/14/19.

Old Title - Community Services Program Manager, (Salary Range 150), (\$5, 835 - \$7,447)

New Title - Human Services Supervisor (No change to salary)

The current job specifications are being revised and a title change from Community Services Program Manager to Human Services Supervisor of the Human Services Division (Exhibit 2) is proposed. Many of the duties and responsibilities formerly utilized job specification have become obsolete based on the new trends in the industry. The information contained in this job specification is relative to existing and new programming and techniques that will assist employees in completing the duties and responsibilities as assigned. Staff Met & Conferred with CPSA and the bargaining group has no objections.

Title - Seasonal Aide (PT), unclassified, unrepresented (Salary Range 410), (\$12.00 - \$14.04 per hour)

On July 17, 2018, City Council approved the return of the Seasonal Aide position in Parks and Recreation. This position, under general supervision, will perform a variety of routine and repetitive manual or recreation duties on a seasonal basis. Some of the essential duties and responsibilities include officiate and/or score keep clinic division games, prepare fields and gyms for youth and adult sport games, assist with setup and breakdown of park programs and special events, and patrol park grounds and facilities and inform of park rules and city municipal codes (Exhibit 3).

The City is in a position to make the necessary requested changes, due to current vacancies. The plan is actively recruit to fill these positions immediately.

V. FISCAL IMPACT

The fiscal impact for the remainder of the FY 2018-2019 budget would be a salary savings based upon Step A for the proposed salary Range 343 for the proposed Construction Inspector job spec. Staff would utilize the salary savings to recruit the two (2) Construction Inspectors and identify an appropriate increase for the current Construction Inspector.

VI. EXHIBITS

1. Proposed Construction Inspector Job Specifications (pgs.4-6)
2. Proposed Human Services Supervisor Job Specifications (pgs. 7-9)
3. Proposed Seasonal Aide Job Specifications (pgs. 10-11)

4. Resolution 19-033 (pg. 12-13)

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