



Legislation Details (With Text)

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Title:	CONSIDERATION OF RESOLUTION NO. 19-110, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED CLASSIFICATION SPECIFICATIONS FOR THE SYSTEMS COORDINATOR (CITY COUNCIL)				
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Date	Ver.	Action By	Action	Result
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Report to Mayor and City Council

Tuesday, May 21, 2019

Discussion

SUBJECT:

CONSIDERATION OF RESOLUTION NO. 19-110, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED CLASSIFICATION SPECIFICATIONS FOR THE SYSTEMS COORDINATOR (CITY COUNCIL)

I. SUMMARY

As a result of the May 14, 2019 special City Council meeting, staff has made multiple requests to meet and confer with AFSCME 809 and was unsuccessful as of the end of business day on May 16, 2019.

This matter was continued from the May 14, 2019 special Council meeting because the meet and confer between the City and AFSCME 809 was not complete. The Council asked that this item return on May 21 with the intention that staff would complete the meet and confer process. At the time this report was written, a meet and confer had been tentatively scheduled for Thursday, May 16, 2019. A verbal update will be given to the Council this evening by the Human Resources Director.

When vacancies occur, they present 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 presenting this updated Systems Administrator job

spec to properly reflect current City needs.

II. RECOMMENDATION

WAIVE further reading and ADOPT Resolution No. 19-110, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111. BY ADOPTING REVISED CLASSIFICATION SPECIFICATION FOR THE SYSTEMS COORDINATOR AND THE RECLASSIFICATION OF THE DIVISION SECRETARY - INFORMATION TECHNOLOGY."

III. ALTERNATIVES

TAKE any other action the City Council deems appropriate.

IV. BACKGROUND

The required Meet & Confer with American Federation of State, County and Municipal Employees Union (AFSCME 809) was requested on May 1, 2019. It was held on May 6, 2019. The spec was reviewed, but more work is required. A subsequent Meet & Confer request was sent to AFSCME 809 on May 7, 2019.

This job spec will allow for basic help desk support to users, trouble-shooting of several systems (directly and remotely), user training on several systems, validating accuracy of system back-up, technical support for AV Room, updates of city messages on the cable channel using specialty software and staff support for internet live streaming.

A salary range increase is recommended for this new spec. This is due to the increase in responsibilities and educational requirement. Staff is recommending the change and reclassification of current staff from Division Secretary - Information Technology, Salary Range 335, (\$4,330- \$5,517) to Systems Coordinator, Salary Range 341, (\$5,017 - \$6,550)

V. FISCAL IMPACT

The fiscal impact of this salary increase is approximately \$3,500 per year. This will be part of the proposed FY 19/20 budget that will be presented to the City Council for adoption.

VI. EXHIBITS

1. Resolution Number 19-110 (pgs. 3-9)

Prepared by: Faye Moseley, Director of Human Resources and Risk Management