



CITY OF CARSON

Legislation Text

File #: 2022-541, Version: 1

Report to Mayor and City Council

Tuesday, July 05, 2022

Consent

SUBJECT:

CONSIDERATION OF MULTIPLE RESOLUTIONS AS PART OF THE CITY MANAGER'S RECOMMENDED PHASE I RESTRUCTURING OF CITY DEPARTMENTS AND OPERATIONS (CITY COUNCIL)

I. SUMMARY

As part of the May 17, 2022 budget workshop No. 3, City staff presented the City Council with a proposal to restructure several departments and divisions within the City. City Council provided unanimous support for the proposed Fiscal Year 2022-23 budget and associated reorganization as presented by staff. As a result, staff is recommending the adoption of three separate resolutions to realign and establish various departments and divisions as described in the phase I restructuring plan:

- The creation of the Information Technology and Security Department (currently known as the Information Technology Division under the City manager's Office)
- The creation of the Innovation, Sustainability, and Performance Management Department
- The reassignment of the Risk Management division from Human Resources, now to report directly to the City Manager's Office/Department.

II. RECOMMENDATION

WAIVE further reading and ADOPT the following Resolutions:

1. Resolution No. 22-116, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, APPROVING CITY MANAGER RECOMMENDED REORGANIZATION AND REPORTING STRUCTURE MODIFICATIONS RELATED TO TRANSFORMING THE INFORMATION TECHNOLOGY DIVISION INTO THE INFORMATION TECHNOLOGY & SECURITY DEPARTMENT";

2. Resolution No. 22-117, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, APPROVING CITY MANAGER RECOMMENDED DEPARTMENT REORGANIZATION AND RESTRUCTURING MODIFICATIONS RELATED TO THE ESTABLISHMENT OF A NEW CITY DEPARTMENT, TO BE KNOWN AS THE "INNOVATION, SUSTAINABILITY & PERFORMANCE MANAGEMENT DEPARTMENT"; and

3. Resolution No. 22-118, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, APPROVING CITY MANAGER RECOMMENDED REORGANIZATION AND REPORTING STRUCTURE MODIFICATIONS RELATED TO TRANSFERRING THE RISK MANAGEMENT DIVISION OUT OF THE HUMAN RESOURCES DEPARTMENT".

III. ALTERNATIVES

TAKE another action that City Council deems appropriate.

IV. BACKGROUND

As part of the May 17, 2022 budget workshop No. 3, City staff presented the City Council with a proposal to restructure several departments and divisions within the City. City Council provided unanimous support for the proposed Fiscal Year 2022-23 budget and associated reorganization as presented by staff. As a result, staff is recommending the adoption of three separate resolutions to realign and establish various departments and divisions as described in the phase I restructuring plan.

IT and Security

The City Manager, having reviewed the operation and structure of the City departments and divisions to ensure their efficient and effective operation, is recommending a restructuring that would transform the Information Technology Division into a new Information Technology & Security Department, which shall function and be funded as a standalone department headed by the newly-established Director of Information Technology & Security position. The new department shall consist of two divisions or functions: (i) Information Technology and (ii) Information Security.

The proposed action will provide and allow for the new Director of Information Technology & Security to focus on the highly necessary monitoring and implementation of all issues related to information security in the City so as to keep the City's electronic or information-related infrastructure as secure as possible. With technology evolving daily, this position will be imperative in being able to address those necessary changes and adapt quickly. The Director of Information Technology & Security will also provide actionables and deliverables produced out of the newly-established Innovation, Sustainability & Performance Management (ISPM) Department and/or other City departments in support of City Manager and Council directives.

Innovation, Sustainability, and Performance Management (ISPM)

The City Manager is also recommending a departmental reorganization or restructuring that would include establishment of a new City Department, to be known as the “Information, Sustainability and Performance Management Department” (hereinafter, the “ISPM Department”) and associated departmental reorganization and restructuring modifications.

ISPM Department will be headed by the newly-established Deputy City Manager position. The Deputy City Manager and ISPM Department’s role will be to ensure that the City’s operations and capital projects are on track with the use of data analytics and technology to meet those challenges. Three core topic areas for the department are Suitability, Open Data and Performance Management. The ISPM Department’s work is meant to promote government transparency and accountability while providing the most innovative and technologically savvy approach.

The “innovation” aspect of the ISPM Department refers to the intent that the ISPM Department will take the lead in the development and implementation of the City’s Strategic Plan with the goal of Effective and Sustainable Government through innovative practices and a culture of data-driven decision making, in addition to the ISPM Department’s role of ensuring that the City’s operations and capital projects are on track with the use of data analytics and technology to meet those challenges.

The “sustainability” aspect of the ISPM department will lead the development and implementation of the City’s Climate Action Plan and promote climate equity in the City’s projects and outreach efforts. The ISPM Department will provide leadership through direct action, catalyze positive action through collaborative engagement and policy development, and create measurable benefits for the City; and

Finally, the “performance management” aspect of the ISPM Department is the active and strategic use of performance standards, measures, progress reports and ongoing quality improvement efforts to ensure the City achieves desired outcomes for its residents. At its core, performance management is about translating goals and projects into results. It is necessary to properly create and sustain an effective results-oriented culture. Some key outcomes for a performance management program are: (1) addressing departments’ or programs’ challenges; (2) moving from measuring and reporting towards managing and improving results; (3) supporting organizational commitment to improving performance; and (4) transforming the organization, its management, and the policy making process. It should also be noted that the new ISPM department would oversee and house the City’s existing Public Information Office; currently under the City Manager’s Office/Department.

Risk Management

Lastly, the City Manager is recommending a restructuring that would remove the Risk Management Division from the Human Resources Department and transfer it to the City Manager’s office, to function as a separate division which shall report to the Assistant City Manager - Administrative Services.

It should be noted that all anticipated personnel actions related to the proposed phase I restructuring will follow the required meet and confer procedure with the affected bargaining units. Once completed, staff will return with a series of separate resolutions to finalize various reclassifications and/or new classifications outlined in the City Manager's restructuring plan, with effective dates of July 1, 2022; as tentatively approved by City Council previously during the May 17, 2022 budget workshop. These three restructuring resolutions (Exhibits 1-3) and the subsequent creation and realignment of subject departments and divisions are also intended to take effect on July 1, 2022, to coincide with the City's Fiscal Year start.

V. FISCAL IMPACT

There is no fiscal impact related to the proposed department and division realignments in the phase I restructuring plan, however related personnel actions that were presented during the budget workshop #3 will result in expenditure appropriations that have already been included in the Fiscal Year 2022-2023 proposed budget.

VI. EXHIBITS

1. Resolution No. 22-116 (pgs. 5-8)
2. Resolution No. 22-117 (pgs. 9-13)
3. Resolution No. 22-118 (pgs. 14-16)
4. Phase I Division/Department Organizational Chart Changes (pg. 17)
5. Proposed Department - Position Change Summary (pg. 18)

Prepared by: Robert Lennox, Assistant City Manager