

**COUNTY OF SAN MATEO
Interdepartmental Correspondence**

Date: February 22, 2001
Hearing Date: March 6, 2001

TO: Honorable Board of Supervisors
FROM: John L. Maltbie, County Manager
SUBJECT Amendment to the Salary Ordinance

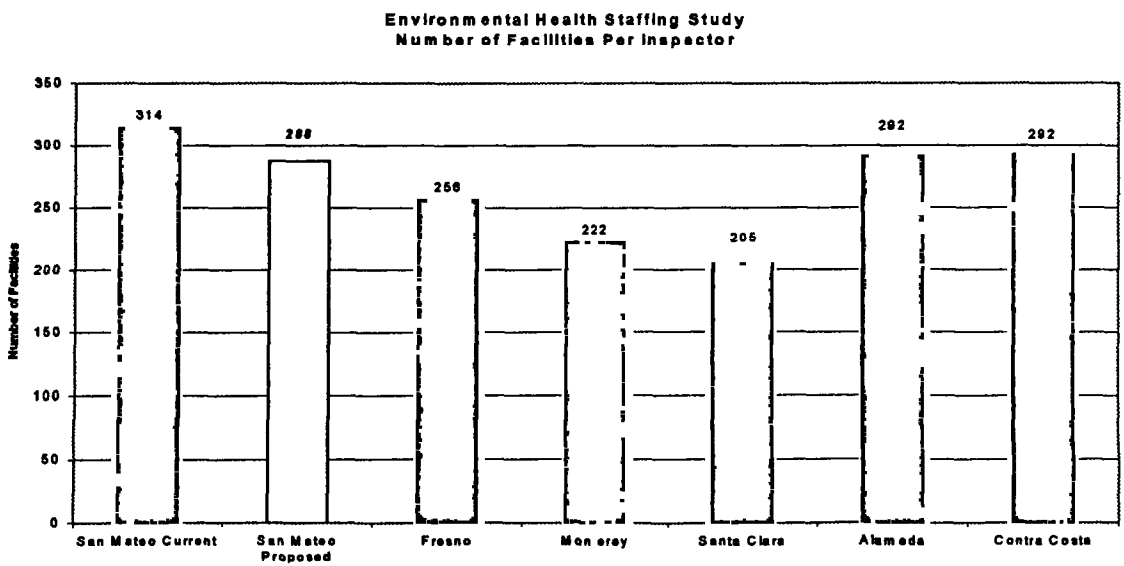
RECOMMENDATION

Adopt an ordinance amending the Salary Ordinance adding one Environmental Health Inspector to the Health Services Agency.

Background/Discussion

A staffing study was recently undertaken comparing the number of Health Inspectors to the number restaurants and other food establishments with other Bay Area counties. Data was gathered by two different means. The California Conference Directors of Environmental Health surveyed the counties in April 2000 and an informal survey was completed during December-January 2000-2001. Both surveys inquired as to how many staff were assigned to the program, how many facilities were inspected and if staff were assigned other duties, such as pool inspectors, plan check reviews, etc. San Francisco, Napa and Marin were not included as their program structures are slightly different.

It appears that our ratio of staff to facilities is slightly higher than those counties surveyed and the addition of one inspector is warranted. Below is a graph showing the current staffing as well as the proposed addition.



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Fiscal Impact

The cost of an Environmental Health Inspector is \$89,063 for a full year. It is recommended that the General Fund cover the cost of this position until the next fee increase becomes effective in January 2004. Total cost to the General Fund is anticipated at \$14,844 for FY 2000-01 and \$89,063 for FY 2001-02 and FY 2002-03 and \$44,532 for FY 2003-04 until the fee increase is effective, for a total General Fund cost of \$237,502

ORDINANCE NO. _____
BOARD OF SUPERVISORS, COUNTY OF SAN MATEO,
STATE OF CALIFORNIA

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AN ORDINANCE AMENDING FISCAL YEAR 2000-2001
SALARY ORDINANCE ADOPTED AUGUST 8, 2000

The Board of Supervisors of the County of San Mateo, State of California, ordains as follows:

SECTION 1. Part 12 of the Ordinance 03987 is amended as indicated.

ORGANIZATION 59000 ENVIRONMENTAL HEALTH SERVICES

1. Item J048S, Environmental Health Specialist series, is increased by 1 position for a new total of 18 positions.

SECTION 2. This action is effective at the start of the first pay period beginning thirty days following adoption.