



COUNTY OF SAN MATEO

Inter-Departmental Correspondence

DATE: August 10, 2006

BOARD MEETING DATE: August 15, 2006

SPECIAL NOTICE/HEARING: None

VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors
FROM: John Maltbie, County Manager
SUBJECT: County Reorganization

RECOMMENDATION: Adopt an Ordinance Amending the San Mateo County Ordinance Code to Implement the First Phase of the County Reorganization.

VISION ALIGNMENT: The reorganization of the County contributes to the commitment of a responsive, effective and collaborative government by restructuring the County organization to address changes in the community and changes in key leadership positions due to retirements, making improvements in the areas of interdepartmental coordination, decision-making for information technology, workforce training and development, and internal and external communications.

BACKGROUND:

On August 9, 2005, your Board approved an agreement with Management Partners, Inc. to conduct an organizational review of the County. The review was completed in March 2006 and Management Partners identified 79 recommendations for change and improvement that covered a variety of organizational issues. On April 4, 2006 the Board accepted the report and directed the County Manager to implement the report recommendations and on July 11, 2006, your Board approved the implementation plan for the County reorganization.

DISCUSSION:

This Ordinance amendment includes the elimination of the Employee and Public Services Department (EPS) and the creation of the Human Resources Department. The other divisions in EPS are transferred to other departments. Revenue Services has already been transferred to the Treasurer-Tax Collector. Public Safety Communications and Special Services, which includes Purchasing, Copy Center and Mail Room, will be transferred to the County Manager's Office. Animal Licensing and Animal Control will be transferred to the Health Department in October 2006. The revisions related to the reorganization of the Environmental Services Agency will be presented to your Board in September during the final budget process.

The amendment also includes the creation of the Department of Community Services, the Department of Intergovernmental and Public Affairs and the Department of Administrative Services. As part of the reorganization of the County Manager's Office, a Deputy County Manager will be assigned to coordinate the work in these three areas. The creation of the departments and the ordinance will allow the County Manager to appoint the three deputies to unclassified status as with other Department Heads reporting to the County Manager.

Other changes to the ordinance associated with implementation of remaining organizational changes will be brought to your Board as part of September final budget changes.

FISCAL IMPACT:

The approved Recommended Budget for FY 2006-07 includes \$1.6 million for staffing, training, and organizational changes in the Board of Supervisors, County Manager/Clerk of the Board, and Revenue Services. Other costs associated with implementation of recommendations will be brought before your Board in September.