

**ORDINANCE NO. \_\_\_\_\_**  
**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO,**  
**STATE OF CALIFORNIA**

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**AN ORDINANCE AMENDING ORDINANCE NUMBER 04322**

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

**SECTION 1.** Part 5 of the Ordinance is amended to add the following language:

Board of Supervisors

1. The Office of each member of the Board of Supervisors may be staffed with three positions in any one of the following combinations:
  - 1) One Chief Legislative Aide and two Legislative Aides
  - 2) Two Chief Legislative Aides and one Legislative Aide
  - 3) Three Legislative Aides

Any of the positions listed above may be under filled with an Executive Assistant position. The salary for any individual in any of these three positions may not exceed the top step of the classification plus 10% provided that the total salaries of the combinations cannot exceed the combined top step salary for One Chief Legislative Aide and two Legislative Aides.

**SECTION 2.** Part 12 of the Ordinance is amended as indicated:

ORGANIZATION 12000 COUNTY MANAGER

1. Item D065, Communications Dispatch Manager, is increased by 1 position for a new total of 1 position.
2. Item D062, Communications Program Manager, is increased by 1 position for a new total of 1 position.
3. Item V230, Information Technology Technician, is increased by 1 position for a new total of 1 position.
4. Item D063, Supervising Communications Dispatcher, is increased by 9 positions for a new total of 9 positions.

5. Item V050S, Communications Dispatcher Series, is increased by 43 positions for a new total of 43 positions.
6. Item V045, Communications Dispatch Coordinator, is increased by 2 positions for a new total of 2 positions.
7. Item E337, Office Specialist, is increased by 2 positions for a new total of 2 positions.
8. Item D027, Administrative Services Manager II, is increased by 1 position for a new total of 1 position.
9. Item E405S, Buyer Series, is increased by 3 positions for a new total of 3 positions.
10. Item E124, Lead Buyer, is increased by 1 position for a new total of 1 position.
11. Item E409, Surplus Property Officer, is increased by 1 position for a new total of 1 position.
12. Item E401, Lead Mail Services Driver, is increased by 1 position for a new total of 1 position.
13. Item E400, Mail Services Driver, is increased by 5 positions for a new total of 5 positions.
14. Item E550, Lead Copy Operator, is increased by 1 position for a new total of 1 position.
15. Item E310, Copy Operator, is increased by 1 position for a new total of 1 position.

#### ORGANIZATION 15000 TAX COLLECTOR / TREASURER

1. Item E346S, Fiscal Office Assistant Series, is decreased by 1 position for a new total of 3 positions.
2. Item D184S, Management Analyst Series, is increased by 1 position for a new total of 1 position.

#### ORGANIZATION 17000 HUMAN RESOURCES

1. Item D065, Communications Dispatch Manager, is decreased by 1 position for a new total of 0 positions.
2. Item D062, Communications Program Manager, is decreased by 1 position for a new total of 1 positions.
3. Item D063, Supervising Communications Dispatcher, is decreased by 9 positions for a new total of 0 positions.

4. Item V050S, Communications Dispatcher Series, is decreased by 43 positions for a new total of 0 positions.
5. Item V045, Communications Dispatch Coordinator, is decreased by 2 positions for a new total of 0 positions.
6. Item E337, Office Specialist, is decreased by 2 positions for a new total of 0 positions.
7. Item D027, Administrative Services Manager II, is decreased by 1 position for a new total of 4 positions.
8. Item E405S, Buyer Series, is decreased by 3 positions for a new total of 0 positions.
9. Item E124, Lead Buyer, is decreased by 1 position for a new total of 0 positions.
10. Item E409, Surplus Property Officer, is decreased by 1 position for a new total of 0 positions.
11. Item E401, Lead Mail Services Driver, is decreased by 1 position for a new total of 0 positions.
12. Item E400, Mail Services Driver, is decreased by 5 positions for a new total of 0 positions.
13. Item E550, Lead Copy Operator, is decreased by 1 position for a new total of 0 positions.
14. Item E310, Copy Operator, is decreased by 1 position for a new total of 0 positions.
15. Item D184S, Management Analyst Series, is increased by 1 position for a new total of 1 position.
16. Item E346S, Fiscal Office Assistant Series, is decreased by 3 positions for a new total of 0 positions.
17. Item E349, Lead Fiscal Office Assistant, is decreased by 1 position for a new total of 0 positions.

#### ORGANIZATION 18000 INFORMATION SERVICES

1. Item V200S, Systems Engineer Series, is increased by 1 position for a new total of 77 positions.

### ORGANIZATION 26000 CHILD SUPPORT SERVICES

1. Item D045, Administrative Services Manager I, is decreased by 1 position for a new total of 0 positions.
2. Item E334S, Office Assistant Series, is decreased by 1 position for a new total of 7 positions.
3. Item E436S, Child Support Officer Series, is increased by 1 position for a new total of 30 positions.

### ORGANIZATION 30000 SHERIFF'S OFFICE

1. Item E334S, Office Assistant Series, is increased by 1 position for a new total of 4 positions.

### ORGANIZATION 32000 PROBATION

1. Item D045, Administrative Services Manager I, is decreased by 1 position for a new total of 0 positions.
2. Item D011, Deputy Director of Probation – Administration, is increased by 1 position for a new total of 1 position.

### ORGANIZATION 35000 ENVIRONMENTAL SERVICES ADMINISTRATION

1. Item D045, Administrative Services Manager I, is decreased by 1 position for a new total of 0 positions.

### ORGANIZATION 35200 AGRICULTURAL COMMISSIONER / SEALER

1. Item J062S, Biologist/Standards Specialist Series, is decreased by 16 positions for a new total of 0 positions.
2. Item B096S, Biologist/Standards Specialist - U Series, is decreased by 1 position for a new total of 0 positions.
3. Item D220, Deputy Director Agricultural Services, is decreased by 3 positions for a new total of 0 positions.
4. Item D146, Director Agricultural Services, is decreased by 1 position for a new total of 0 positions.
5. Item J067, Pest Detection Specialist, is decreased by 5 positions for a new total of 0 positions.

6. Item E350, Fiscal Office Specialist, is decreased by 1 position for a new total of 0 positions.
7. Item E334S, Office Assistant Series, is decreased by 1 position for a new total of 0 positions.
8. Item J070, Pest Detection Supervisor, is decreased by 1 position for a new total of 0 positions.

#### ORGANIZATION 35400 COOPERATIVE EXTENSION

1. Item E334S, Office Assistant Series, is decreased by 2 positions for a new total of 0 positions.

#### ORGANIZATION 38000 PLANNING

1. Item B056S, Planner – U Series is decreased by 1 position for a new total of 0 positions.

#### ORGANIZATION 39000 PARKS AND RECREATION

1. Item D045, Administrative Services Manager I, is increased by 1 position for a new total of 1 position.
2. Item D060, Financial Services Manager I, is increased by 1 position for a new total of 1 position.
3. Item D184S, Management Analyst Series, is decreased by 1 position for a new total of 0 positions.
4. Item L039, Park Ranger III, is decreased by 1 position for a new total of 12 positions.

#### ORGANIZATION 48400 PUBLIC WORKS - UTILITIES

1. Item E089, Administrative Assistant II, is decreased by 1 position for a new total of 0 positions.
2. Item N010S, Public Works Technician Series, is increased by 1 position for a new total of 5 positions.

#### ORGANIZATION 55000 HEALTH ADMINISTRATION

1. Item E346S, Fiscal Office Assistant Series, is increased by 3 positions for a new total of 3 positions.

2. Item E349, Lead Fiscal Office Assistant, is increased by 1 position for a new total of 1 position.
3. Item D151, Financial Services Manager II, is increased by 1 position for a new total of 1 position.

#### ORGANIZATION 55500 HEALTH POLICY, PLANNING AND PROMOTION

1. Item G085S, Public Health Education Series, is increased by 1 position for a new total of 4 positions.
2. Item G226S, Community Program Specialist Series, is increased by 1 position for a new total of 6 positions.
3. Item E334S, Office Assistant Series, is increased by 2 positions for a new total of 2 positions.

#### ORGANIZATION 59000 ENVIRONMENTAL HEALTH

1. Item J007, Environmental Health Program Supervisor, is increased by 1 position for a new total of 5 positions.

#### ORGANIZATION 61000 MENTAL HEALTH SERVICES

1. Item G226S, Community Program Specialist Series, is decreased by 1 position for a new total of 5 positions.
2. Item G112S, Community Worker Series, is decreased by 1 positions for a new total of 19 positions.
3. Item G040S, Mental Health Case Worker Series, is increased by 2 positions for a new total of 135 positions.
4. Item G081, Mental Health Program Specialist, is increased by 1 position for a new total of 12 positions.

#### ORGANIZATION 65000 AGRICULTURAL COMMISSIONER/ SEALER

1. Item J062S, Biologist/Standards Specialist Series, is increased by 16 positions for a new total of 16 positions.
2. Item B096S, Biologist/Standards Specialist - U Series, is increased by 1 position for a new total of 1 position.

3. Item D220, Deputy Director Agricultural Services, is increased by 3 positions for a new total of 3 positions.
4. Item D146, Director Agricultural Services, is increased by 1 position for a new total of 1 position.
5. Item J067, Pest Detection Specialist, is increased by 5 positions for a new total of 5 positions.
6. Item E350, Fiscal Office Specialist, is increased by 1 position for a new total of 1 position.
7. Item E334S, Office Assistant Series, is increased by 1 position for a new total of 1 position.
8. Item J070, Pest Detection Supervisor, is increased by 1 position for a new total of 1 position.

#### ORGANIZATION 66000 SAN MATEO MEDICAL CENTER

1. Item E089, Administrative Assistant II, is increased by 1 position for a new total of 2 positions.
2. Item F012, Charge Nurse, is increased by 1 position for a new total of 39 positions.

#### ORGANIZATION 70000 HUMAN SERVICES AGENCY

1. Item G071S, Benefits Analyst Series, is decreased by 17 positions for a new total of 164 positions.
2. Item B124, Benefits Analyst II - U, is increased by 18 positions for a new total of 18 positions.
3. Item T103, Transportation Officer, is increased by 1 position for a new total of 9 positions.
4. Item B060, Human Services Supervisor - U, is increased by 1 position for a new total of 3 positions.
5. Item B143S, Employment Services Specialist Series - U, is increased by 1 position for a new total of 5 positions.
6. Item B140S, Job Development Specialist Series - U, is increased by 1 position for a new total of 5 positions.
7. Item B183S, Community Worker - U Series, is increased by 1 position for a new total of 33 positions.

8. Item E337, Office Specialist, is increased by 1 position for a new total of 16 positions.
9. Item E334S, Office Assistant Series, is decreased by 2 positions for a new total of 52 positions.
10. Item G085S, Public Health Education Series, is decreased by 1 position for a new total of 0 positions.
11. Item D090, Human Services Manager I, is decreased by 1 position for a new total of 10 positions.
12. Item E368, Public Services Specialist, is increased by 1 positions for a new total of 11 positions.
13. Item D019, Director Self Sufficiency Services, is decreased by 1 position for a new total of 1 position.
14. Item G098S, Social Worker Series, is increased by 6 positions for a new total of 118 positions.
15. Item D091, Human Services Manager II, is increased by 1 position for a new total of 15 positions.

**SECTION 3.** Section 1 of this ordinance is effective at the start of the first pay period following adoption. Section 2 of this ordinance is effective at the start of the first pay period 30 days following adoption.