



WASHOE COUNTY

Integrity Communication Service

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CM/ACM _____
Finance _____
DA _____
Risk Mgt _____
HR _____
Other _____

STAFF REPORT

BOARD MEETING DATE: August 28, 2018

DATE: Wednesday, August 8, 2018

TO: Board of County Commissioners

FROM: Jeff Scott, Library Director
327-8341, jscott@washoecounty.us

THROUGH: Dave Solaro, Assistant County Manager
328-3624, dsolaro@washoecounty.us

SUBJECT: Recommendation to approve elimination of one (1) benefitted part-time 21-hour Library Assistant II (position #70002032), pay grade G, and create two (2) new part-time non-benefitted 15-hour Library Assistant II positions, pay grade G (Library), as reported to the Job Evaluation Committee, and authorize Human Resources to make the necessary changes. [Net fiscal impact is estimated at (\$5,694).] (All Commission Districts.)

SUMMARY

Elimination of one (1) 21-hour part-time benefitted Library Assistant II (position #70002032) in exchange for two (2) 15-hour per week non-benefitted Library Assistant II positions will enable the Library to better realign department resources and improve efficiencies as well.

Washoe County Strategic Objective supported by this item: Valued, engaged employee workforce.

PREVIOUS ACTION

None.

BACKGROUND

Washoe County Code 5.098 (4) provides that all recommendations made by the Job Evaluation Committee for the creation of a new classification, reclassification, abolishment of an existing classification, consolidation of classifications, alternation of existing classifications, or where there is a fiscal impact, must be forwarded to the Board of County Commissioners for final action.

We are requesting the elimination of one (1) part-time 21-hour Library Assistant II position (#70002032) to create two (2) part-time 15-hour non-benefitted positions to increase branch staff resources and realign overall department of staffing to improve efficiencies. Creation of two

AGENDA ITEM # _____

part-time Library Assistant II's from a 21-hour Library Assistant II position adds an additional nine (9) hours of available staffing to library operations, programming and outreach.

This Library Assistant II position (#70002032) has been recently vacated and approval of this request outside of the regular budget cycle supports the Library System to realign resources to improve efficiency and effectiveness.

FISCAL IMPACT

The FY 18/19 budget of the eliminated benefitted part-time 21-hour Library Assistant II position is sufficient to cover the cost of the two new part-time 15-hour non-benefitted Library Assistant II positions. This will result in an estimated savings of \$5,694 to Fund 130 in salaries and benefits for FY18/19.

RECOMMENDATION

Recommendation to approve elimination of one (1) benefitted part-time 21-hour Library Assistant II (position #70002032), pay grade G, and create two (2) new part-time non-benefitted 15-hour Library Assistant II positions, pay grade G (Library), as reported to the Job Evaluation Committee, and authorize Human Resources to make the necessary changes. [Net fiscal impact is estimated at (\$5,694).]

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

“Recommendation to approve elimination of one (1) benefitted part-time 21-hour Library Assistant II (position #70002032), pay grade G, and create two (2) new part-time non-benefitted 15-hour Library Assistant II positions, pay grade G (Library), as reported to the Job Evaluation Committee, and authorize Human Resources to make the necessary changes. [Net fiscal impact is estimated at (\$5,694).].”