



SUMMARY REPORT

Agenda Date: 7/9/2019

To: Board of Supervisors

Department or Agency Name(s): Transportation and Public Works

Staff Name and Phone Number: Johannes J. Hoevertsz 707-565-2231

Vote Requirement: Majority

Supervisorial District(s): All Districts

Title:

Release of Vegetation Specialist Position from Hiring Freeze

Recommended Action:

Release hiring freeze for the Vegetation Specialist position within the Department of Transportation and Public Works.

Executive Summary:

On December 11, 2018, the Board adopted a budget balancing strategy in the form of a hiring freeze on all positions which were not under recruitment and had been vacant for longer than nine months as of December 11, 2018. The Vegetation Specialist position within the Road Maintenance Division of the Department of Transportation and Public Works (TPW) was one of the positions technically subject to the hiring freeze. TPW requires a Vegetation Specialist in order to provide a second dedicated specific position to the two-person Vegetation Crew, and therefore recommends that this Board grant a release of the hiring freeze for this position.

Discussion:

TPW requires a Vegetation Specialist in order to provide a second dedicated specific position to the two-person Vegetation Crew. The position has been technically vacant since 2013, however, the TPW has been back filling it with an employee in the Maintenance Worker classification who had prior professional experience in vegetation management, and who held a California Qualified Applicator's Certification, Category C. The recent retirement of that long-term employee, however, requires TPW to recruit for the Vegetation Specialist position. This position is subject to the Board's hiring freeze adopted in December 2018, and therefore, Board approval is required to release the position from the freeze.

There are two positions dedicated to the Vegetation Management Program: a Vegetation Control Advisor and the Vegetation Specialist. Employees in these positions must be specially certified by the State of California to apply and treat vegetation, which can be a hazard to the public as it can inhibit visibility for road signs, markers, and guard rails, and encroach upon County roads. Vegetation management is also required at the Charles M. Schulz Sonoma County Airport to meet Airport Federal Aviation Administration (FAA) runway clearance requirements. This work is part of the TPW Integrative Pest Management (IPM) Program, which is performed in conjunction with mowing and brushing from other Road Maintenance staff.

Prior Board Actions:

Agenda Date: 7/9/2019

12/11/2018: FY 2019/20 Budget Development: (C) Adopt an immediate Budget Balancing strategy in the form of a hiring freeze on all positions which are not currently under recruitment and have been vacant for longer than nine months as of December 11th, 2018.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses	\$120,283		
Additional Appropriation Requested			
Total Expenditures	\$120,283		
Funding Sources			
General Fund/WA GF			
State/Federal	\$120,283		
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	\$120,283		

Narrative Explanation of Fiscal Impacts:

Appropriations for the Vegetation Specialist position were included in the FY 2019-20 recommended Roads Administration budget. No additional appropriations are needed at this time.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Since the position currently exists, no changes to position numbers are requested at this time.

Attachments:

Frozen Positions

Related Items "On File" with the Clerk of the Board:

None