

**CLARK COUNTY  
STAFF REPORT**

*Gen*  
4/4

**DEPARTMENT:** County Administrator

**DATE:** July 23, 2013

**REQUEST:** Approve a change to the Pay Plan for the General Services Director (GEN0001) to Range 911, the addition of one Program Manager I, deletion of one Program Coordinator II (GEN0014), deletion of one Deputy County Administrator (BGT0001), and relevant realignment of responsibilities

**CHECK ONE:**             Consent             CAO

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**BACKGROUND**

In support of workforce management and attrition planning efforts due to the departure of the Deputy County Administrator, this request is part of a reorganization to move additional internal functions under the direction of the General Services Director, effective July 1, 2013. New responsibilities include providing vision and leadership to the functions of Application Services, Infrastructure services, GIS, and the Medical Examiner's Office. Oversight of Human Resources and Budget would transfer back to the County Administrator effective July 1, 2013.

This request will also allow the reallocation of work within the General Services Department by shifting direct oversight of identified functions from the Director to one Program Coordinator II position (GEN0014). This Program Coordinator II is currently responsible for capital asset management. New responsibilities include supervisory oversight of the telecommunications, mail/print services, records management, ADA compliance, and continuity of operations functions. These new responsibilities are more aligned with the Program Manager I classification. This change will take effect August 1, 2013.

Human Resources has reviewed and supports this request.

**COMMUNITY OUTREACH**

There were no community outreach efforts specific to this request.

**BUDGET AND POLICY IMPLICATIONS**

Changing the Pay Plan of the General Services Director position (GEN0001) from Range 909 to Range 911 effective July 1, 2013, adding a Program Manager I via deletion of a Program Coordinator II position (GEN0014), effective August 1, 2013 and deleting the Deputy County Administrator position (BGT0001) effective September 1, 2013, results in a savings of \$228,753 for the remainder of the biennium and a savings of \$347,458 for the next biennium.

**FISCAL IMPACTS**

Yes (see attached form)             No



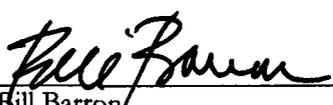
**ACTION REQUESTED**

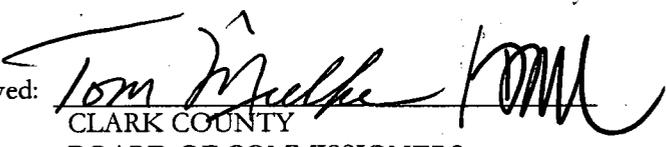
Approve the change to the Pay Plan of the General Services Director (GEN0001) to Pay Range 911, addition of one Program Manager I, deletion of one Program Coordinator II (GEN0014), deletion of one Deputy County Administrator (BGT0001), and relevant realignment of responsibilities.

**DISTRIBUTION**

Bill Barron, County Administrator  
Greg Kimsey, County Auditor  
Bob Stevens, Budget Office  
Mark McCauley, General Services  
Francine Reis, Kathi Curtis, Jeremy Hammrich – Human Resources



  
\_\_\_\_\_  
Bill Barron  
County Administrator

Approved:   
\_\_\_\_\_  
CLARK COUNTY  
BOARD OF COMMISSIONERS

July 23, 2013  
SR 141-13

# FISCAL IMPACT ATTACHMENT

## Part I: Narrative Explanation

## Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
<b>Total</b>						

II. A – Describe the type of revenue (grant, fees, etc.)

## Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
General Fund Dept 327	-1	-\$258,832	-\$258,832	-\$388,248	-\$388,248	-\$388,248	-\$388,248
General Fund Dept 320		\$30,079	\$30,079	\$40,789	\$40,789	\$40,789	\$40,789
<b>Total</b>		-\$228,753	-\$228,753	-\$347,459	-\$347,459	-\$347,459	-\$347,459

III. B – Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits	-\$228,753	-\$228,753	-\$347,459	-\$347,459	-\$347,459	-\$347,459
Contractual						
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
<b>Total</b>	-\$228,753	-\$228,753	-\$347,459	-\$347,459	-\$347,459	-\$347,459

