

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

DATE: 12-17-91
AGENDA ITEM NO.: 10-A

DEPARTMENT: Human Services BY: Tom Archer

PHONE: 966-2131

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No x)

That the Board take action which will eliminate the position titled: Deputy Director, Department of Human Services and create a position of Social Work Supervisor I.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Deputy Director position was established at the request of a former department Director and served a dual function of supervising all social work functions as well as administering all divisional program operations. The position has remained unfilled since August. Deleting it now and creating a direct supervisor position would eliminate one administrative layer in the department providing a more efficient, cost effective operation, while at the same time enhance direct services to the community.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Lose this opportunity to reduce administrative operational costs while improving service delivery.

COSTS: () Not Applicable
A. Budgeted current FY \$ _____
B. Total anticipated costs \$ _____
C. Required Add'l funding \$ _____
D. Source: _____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:
Memo 1 page

SOURCE: () 4/5ths Vote Required
A. Internal transfers \$ _____
B. Unanticipated revenues \$ _____
C. Reserve for contingency \$ _____
D. Description: _____
Balance in Reserve for Contingencies, if approved: \$ _____

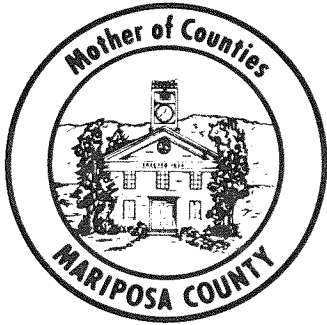
CLERK'S USE ONLY:
Res. No.: 91-605
Ord. No.: _____
Vote - Ayes: 4 Noes: _____
Absent: _____ Abstained: _____
() Approved () Denied
() Minute Order Attached

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:
x Recommended
Not Recommended
For Policy Determination
Submitted with Comment
Returned for Further Action

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____
ATTEST: MARGIE WILLIAMS
Clerk of the Board of Supervisors
County of Mariposa, State of CA
By: _____
Deputy

Comment: _____
A.O. Initials: _____



MARIPOSA COUNTY
DEPARTMENT OF HUMAN SERVICES

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DIVISIONS OF:
ALCOHOL AND DRUG
MENTAL HEALTH
SOCIAL SERVICES

M E M O R A N D U M

DATE: December 17, 1991

TO: Honorable Members of the Board of Supervisors

FROM: Tom Archer *TA*

SUBJECT: Reorganization of Department of Human Services
Deputy Director Position

Please accept this memorandum as a recommendation and request to reclassify the Deputy Director position to Social Work Supervisor I. The past three months have provided an opportunity to assess organizational and staffing needs of the department and I believe a reordering of this position at this time would greatly enhance the operation of the Social Services Division.

As you know, the Deputy Director has been a split function position providing day-to-day supervision of social workers engaged in direct services in CPS, APS, IHSS, etc. as well as administrative oversight of all divisional programs. The direct supervision component is very time consuming, often demanding, requiring a large percentage of available time. A full time Social Work Supervisor would more efficiently fill this need as well as contribute an additional service dimension as a "working" supervisor providing daily back-up in all case management and service delivery components. On the other hand, the division will benefit from a Director with a hands on approach to daily program operations focusing closely on County specific processes and absorbing those duties previously provided by the Deputy. In my judgment this approach will still permit more than sufficient networking at intercounty and State levels to maintain and promote Mariposa County interests as necessary or directed. In short, granting this reclassification will redirect scarce resources from administrative levels to direct services while at the same time significantly enhancing operational efficiencies and effectiveness. This is an opportune time for action since the position is currently unfilled. Thank you for considering this request.

TA:kl