

DEPARTMENT: Public Works

By: Marty Allan
Fleet-Fiscal Manager

Phone: 966-5356

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

Resolution approving the replacement hire of an Equipment Mechanic. A probationary Equipment Mechanic was terminated on July 14 and a Personnel List Request was sent to the Personnel Office on July 12, ahead of the anticipated termination so that quick action could be taken in order to minimize the impact of being understaffed.

This position is essential to the continued operation and level of efficiency of the Fleet Maintenance Department. It is an absolute necessity to have a full Fleet Maintenance staff available to ensure coverage during the fire season as well as scheduled and unscheduled employee leaves during this time of year.

Adequate funding was provided for a full staff in the proposed FY 94/95 budget.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On December 7, 1993, the Board approved an "underfill" of an existing Equipment Mechanic Supervisor position which was subsequently converted to an Equipment Mechanic position in the Fleet Maintenance reorganization.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve this request. Maintenance of County vehicles, heavy equipment, and fire equipment will suffer dramatically.

COSTS: (X) Not Applicable
A. Budgeted current FY \$ _____
B. Total anticipated costs \$ _____
C. Required additional funding \$ _____
D. Internal transfers \$ _____

SOURCE: () 4/5th Vote Required
A. Unanticipated revenues \$ _____
B. Reserve for contingencies \$ _____
C. Source description: _____
Balance in Reserve Contingencies, if approved: \$ _____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK'S USE ONLY
Res. No.: 94-313 Ord. No. _____
Vote Ayes: 5 Noes: _____
Absent: _____ Abstained: _____
 Approved () Denied
 Minute Order Attached () No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.
Date: _____
ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: _____
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:
 Recommended
 Not Recommended
 For Policy Determination
 Submitted with Comment
 Returned for Further Action
Comment: _____
A.O. Initials: MA

Mariposa County Board of Supervisors

District 1 ARTHUR G. BAGGETT, JR.
District 2 DOUG BALMAIN
District 3 ERIC J. ERICKSON
District 4 GARRY R. PARKER
District 5 GERTRUDE R. TABER



MIKE COFFIELD
County Administrative Officer


MARGIE WILLIAMS
Clerk of the Board

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July 26, 1994

To: Board of Supervisors

From: Mike Coffield 
County Administrative Officer

Hiring Freeze exemption request - Equipment Mechanic

Agenda Item 4 requests the Board's authorization to proceed with the hiring process to fill a vacant position in Fleet Maintenance. I recommended the item for the following reasons:

There is no net cost to this position, and leaving it vacant will not accrue salary savings which can be used to address the general revenue shortfall. The mileage charges for vehicle maintenance and vehicle replacement have been fixed for three years. There is a Program Adjustment Request, which will be discussed during Budget Deliberations, to increase the charges to more equitably spread them over all vehicles and to increase the vehicle replacement fund. While vehicle maintenance staffing is adequate for a fleet of our size and age, deletion of the vacant position will leave the staffing too short to keep up with our maintenance schedule.

A reduction in force is improbable for fleet maintenance unless the Board decides during budget to outsource that activity. We expect to be able to document that it will be more cost-effective for the county to continue our present approach.

Equipment Mechanic is a specialist classification so the position could not accommodate an employee displaced from another classification or another department.

