

Vacancy Report Including Analysis Justification

(As of Oct. 6, 2010)

Position #	Job Title	Dept #	Department	Reg/ Temp	Full / Part	FTE	Sal Plan	Add / Replace	Already Authorized	Recmd. for deletion	Recmd. held pending further consideration	Comments
NEW	Appraiser Technician	1150	Assr/Recorder Dept	Regular	Full-Time	1.0	07	1.0				Corresponds to proposed delete / replace of 1.0 FTE Auditor-Appraiser (Spvsing)
00014928	Chief Appraiser	1150	Assr/Recorder Dept	Regular	Full-Time	1.0	62		1.0			
00010061	Auditor-Appraiser	1150	Assr/Recorder Dept	Regular	Full-Time	1.0	07				1.0	A Supervising Auditor-Appraiser position is being recommended for deletion. The incumbent will be moved to this position.
00011751	Clerical Operations Supv	1150	Assr/Recorder Dept	Regular	Full-Time	1.0	08				1.0	Recently vacated due to retirement. This position is critical to the recording operations where significant backlog exists. Service level improvement was the justification for the fee increase of \$6 per document that was approved by the Board on 6/30/10. The fee will generate an estimated \$700,000, sufficient to fully offset all General Fund costs.
00012190	Office Coordinator	1150	Assr/Recorder Dept	Regular	Full-Time	1.0	09				1.0	Recently vacated due to retirement. This position is critical to the recording operations where significant backlog exists. Service level improvement was the justification for the fee increase of \$6 per document that was approved by the Board on 6/30/2010. The fee will generate an estimated \$700,000, sufficient to fully offset all General Fund costs.
00010094	Accounting Technician	1200	Auditor/Controller Department	Regular	Full-Time	1.0	09		1.0			
00015483	Budget Officer	1100	County Administrator's Office	Regular	Full-Time	1.0	61		1.0			Recruitment in progress.
00015462	Management Analyst	1100	County Administrator's Office	Regular	Full-Time	1.0	62			(1.0)		
00014841	Management Analyst (Senior)	1100	County Administrator's Office	Regular	Full-Time	1.0	62				1.0	Frozen for FY2010/11.
00012924	Child Support Spec	2480	Dept of Child Support Services	Regular	Full-Time	1.0	07		1.0			
00014264	Child Support Spec	2480	Dept of Child Support Services	Regular	Full-Time	1.0	07		1.0			
00015499	Child Support Spec	2480	Dept of Child Support Services	LT - REG	Full-Time	1.0	07			(1.0)		LT position has been deactivated pending a disability retirement. New requisition will be activated once position is vacated.
00013444	Child Support Spec	2480	Dept of Child Support Services	Regular	Full-Time	1.0	07				1.0	Position recently vacated; under review.
00015484	Communications Tech (Senior)	1870	Dept of Information Technology	Regular	Full-Time	1.0	07		1.0			
00014786	Investigative Asst - Dist Atty	6500	District Attorney Dept	Regular	Full-Time	1.0	07		1.0			Filled
00015383	Dep District Attorney IV	6500	District Attorney Dept	Regular	Part-Time	0.5	01				0.5	Half of PCN 13739; incumbent took temporary voluntary reduction in hours, to half-time. Position should not have been split into two PCNs.
00010285	District Attorney Investigator	6500	District Attorney Dept	Regular	Full-Time	1.0	03				1.0	Hold during DA transition.
00013604	Dep District Attorney V	6500	District Attorney Dept	Regular	Full-Time	1.0	01				1.0	Hold during DA transition.
00013612	Chief Deputy District Attorney	6500	District Attorney Dept	Regular	Full-Time	1.0	61				1.0	Funded for second half of year; position left open for incoming DA to hire.
00015086	Office Aide	6500	District Attorney Dept	Regular	Full-Time	1.0	09				1.0	May be needed for staffing flexibility during DA transition.
00013677	Director Of General Services	1117	General Services	Regular	Full-Time	1.0	61		1.0			Recruitment in progress.
00015497	Buyer	1117	General Services	LT - REG	Full-Time	1.0	07		1.0			Limited Term position
00011102	Groundskeeper	1117	General Services	Regular	Full-Time	1.0	10			(1.0)		This Extra Help position will be used for seasonal work during the Fall season.
00015381	Architect Proj Coord (Asstnt)	1117	General Services	Regular	Part-Time	0.3	07			(0.3)		This 0.3 allocation is the result of a work schedule accomodation that the Department agreed to allow a full time staff to complete their education.
NEW	Office Assistant II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09	1.0				Corresponds to proposed delete / replace of 1.0 FTE OA III (PCN 10568) with 1.0 FTE OA II. Recommend creating 1.0 FTE OA II as a Tagalog-speaking position to support departmental contact with underserved community.
NEW	Office Assistant II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09	1.0				Corresponds to proposed delete / replace of 1.0 FTE OA III (PCN 12710) with 1.0 FTE OA II. Position would provide direct client service in a high public contact environment. Duties include receiving documents, assigning cases, transferring cases and reception. Position is fully funded from CalWORKs, MediCal, Food Stamps and CMSP revenues.
NEW	Office Assistant II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09	1.0				Corresponds to proposed delete / replace of 1.0 FTE OA III (PCN 11442) with 1.0 FTE OA II. Recommend creating 1.0 FTE Office Assistant II as replacement for Office Assistant III to assist with billing and contract monitoring in Mental Health inpatient unit.
00015459	Psychiatrist (Board Cert)	7500	Health & Social Services Dept	Regular	Part-Time	0.1	11		0.1			
00015095	Medical Assistant	7500	Health & Social Services Dept	Regular	Part-Time	0.5	07		0.5			Bilingual Spanish; fully supported with earned FQHC revenue.
00015490	Project Manager	7500	Health & Social Services Dept	LT - REG	Part-Time	0.5	16		0.5			Limited term, fully Federally-funded position serving pandemic and bioterrorism grants.

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00015500	Project Manager	7500	Health & Social Services Dept	LT - REG	Part-Time	0.5	16		0.5			Limited term, fully Federally-funded position serving pandemic and bioterrorism grants.
00012452	Clinic Registered Nurse	7500	Health & Social Services Dept	Regular	Part-Time	0.5	02		0.5			Funded 9% from General Fund in the amount of \$6,678 pursuant to State contract; provides direct public services in immunization clinics countywide.
00015480	Health Assistant	7500	Health & Social Services Dept	Regular	Part-Time	0.5	07		0.5			Position added in Supplemental Budget, 100% supported with recurring non-General Fund monies.
00011671	Welfare Fraud Investigator II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	03		1.0			Funded with non-General Fund monies; any General Fund Contribution applied to the Division is part of Maintenance of Effort requirements and would be unaffected by filling or deletion of this position. The position provides enforcement functions safeguarding General Fund expenditures. Leaving this position unfilled generates no CGF savings while hampering the Department's ability to detect and prevent fraud.
00013021	Employment Resources Spec III	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05		1.0			
00010600	Substance Abuse Administrator	7500	Health & Social Services Dept	Regular	Full-Time	1.0	62		1.0			
00011432	Administrative Secretary	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09		1.0			
00010373	Clinic Registered Nurse (Sr)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	02		1.0			
00015147	Office Assistant II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09		1.0			
00015465	Clinic Physician (Board Cert)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	11		1.0			
00015466	Clinic Physician (Board Cert)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	11		1.0			
00015467	Clinic Physician (Board Cert)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	11		1.0			
00015468	Public Hlth Nurse Manager	7500	Health & Social Services Dept	Regular	Full-Time	1.0	16		1.0			
00015489	Medical Records Supervisor	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09		1.0			Fully supported by FQHC revenue; assures compliance with law and policy in fulfillment of Welfare and Institutions Section 17000 mandates.
00015469	Public Hlth Nurse	7500	Health & Social Services Dept	Regular	Full-Time	1.0	02		1.0			
00011634	Social Worker III	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05		1.0			
00015103	Social Worker III	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05		1.0			Recommend filling. Requires 15% General Fund Contribution of \$14,319 toward costs. Consistent with BOS direction to maintain full staffing for CWS service positions.
00011585	Employment/Eligibility SvcsMgr	7500	Health & Social Services Dept	Regular	Full-Time	1.0	16X		1.0			Position fully funded by Medi-Cal, Food Stamps and CalWORKs allocations. Manages Vallejo Intake and Operations, with 6 direct reports and a total of approximately 52 staff.
00015435	Eligibility Benefits Spec II	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05		1.0			Limited term, expires 6/30/11.*
00015436	Eligibility Benefits Spec II	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05		1.0			Limited term, expires 6/30/11.*
00015438	Eligibility Benefits Spec II	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05		1.0			Limited term, expires 6/30/11.*
00015439	Eligibility Benefits Spec II	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05		1.0			Limited term, expires 6/30/11.*
00015440	Eligibility Benefits Spec II	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05		1.0			Limited term, expires 6/30/11.*
00015441	Eligibility Benefits Spec II	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05		1.0			Limited term, expires 6/30/11.*
00015443	Eligibility Benefits Spec II	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05		1.0			Limited term, expires 6/30/11.*
00015452	Eligibility Benefits Spec II	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05		1.0			
00015487	Eligibility Benefits Spec Supv	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	06		1.0			Funded with CalWORKs, Medi-Cal, Food Stamp and County Medical Services Program monies; any General Fund Contribution applied to the Division is part of Maintenance of Effort requirements and would be unaffected by filling or deletion of this position. Limited term through 06/30/11, added in FY2010/11 Budget to supervise Limited Term EBS created during FY2009/10.
00012082	Dep Director H&SS-Mntl Hlth	7500	Health & Social Services Dept	Regular	Full-Time	1.0	61		1.0			
00013529	Mental Health Clinician (Lic)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05		1.0			
00014120	Mental Health Clinical Supv	7500	Health & Social Services Dept	Regular	Full-Time	1.0	06		1.0			Recommend filling. Requires 4% General Fund contribution of \$3,892 toward costs; responsible for quality assurance compliance with state and federal reimbursement mandates.
00014802	Psychiatrist (Board Cert)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	11		1.0			
00012081	Dep Director H&SS-Health Off	7500	Health & Social Services Dept	Regular	Full-Time	1.0	61		1.0			
00010401	Public Hlth Microbiologist II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	07		1.0			

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00015316	Public Hlth Lab Asst Director	7500	Health & Social Services Dept	Regular	Full-Time	1.0	62		1.0			Requires 40% General Fund Contribution of \$36,042 toward costs; required to fulfill mandated Public Health Functions.
00010378	Public Hlth Nurse	7500	Health & Social Services Dept	Regular	Full-Time	1.0	02		1.0			Direct service position in a communicable disease unit, 72% funded from non-General Fund sources.
00014173	Public Hlth Nurse	7500	Health & Social Services Dept	Regular	Full-Time	1.0	02		1.0			Position responsible for expanding community partner participation in managing temporary hospital facilities during an emergency and is required in order to receive continued Centers for Disease Control funding for other projects.
00015482	Health Education Specialist	7500	Health & Social Services Dept	Regular	Full-Time	1.0	07		1.0			Direct service position added in Supplemental Budget, 100% supported with recurring non-General Fund monies.
00014241	Public Hlth Nurse	7500	Health & Social Services Dept	Regular	Full-Time	1.0	02		1.0			Position provides mandated services to patients, requires less than a 2.5% General Fund Contribution, totaling \$4,645.
00013162	Accountant (Senior)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	07			(1.0)		Non-direct service position in Administration Division requires 13% General Fund contribution of \$9,890 toward costs.
00012989	Accountant	7500	Health & Social Services Dept	Regular	Full-Time	1.0	07			(1.0)		Currently filled by contract employee; continue contract employment.
00012962	H&SS Planning Analyst	7500	Health & Social Services Dept	Regular	Full-Time	1.0	16			(1.0)		
00010579	Accounting Clerk II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09			(1.0)		
00014151	Office Assistant III	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09			(1.0)		Department proposes replacement of this position and another 1.0 FTE Office Assistant III (PCN 11445) with 1.0 FTE Clerical Supervisor for a net reduction of (1.0) FTE. Staff elimination of PCN 14151 and retention of PCN 11445 pending classification of proposed replacement position.
00010187	Accounting Clerk II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09			(1.0)		
00011458	Office Assistant III	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09			(1.0)		Recommend the alternative of reallocating an existing filled position to this unit. The Department has 97 FTE OA II, of which 8 are currently vacant. Requiring an 18% General Fund Contribution of \$8,470, this is not a direct public service position, but offers clerical support for Social Worker III positions in CWS.
00010568	Office Assistant III	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09			(1.0)		Recommend deletion of 1.0 FTE Office Assistant III and replacement with 1.0 FTE Office Assistant II. Tagalog-speaking position supports departmental contact with underserved community. Department seeks to underfill OA III with an OA II. Staff recommends delete / replace in lieu of underfill.
00012710	Office Assistant III	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09			(1.0)		Recommend deletion of 1.0 FTE Office Assistant III and replacement with 1.0 FTE Office Assistant II. This vacant Office Assistant III is supported with revenue from CalWORKs, MediCal, Food Stamps and CMSP. High public contact and direct client service, receiving documents, assigning cases, transferring cases and reception.
00013531	Nursing Supervisor	7500	Health & Social Services Dept	Regular	Full-Time	1.0	16			(1.0)		
00011442	Office Assistant III	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09			(1.0)		Recommend deletion of 1.0 FTE Office Assistant III and replacement with 1.0 FTE Office Assistant II. Department seeks to underfill OA III as OA II, and reassign to mental health inpatient unit to assist with billing and contract monitoring. Staff recommends delete / replace in lieu of underfill.
00012878	Patient Benefits Specialist	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05			(1.0)		Recommend deletion of 1.0 FTE Patient Benefits Specialist and replacement with 1.0 FTE Office Assistant II. Department seeks to underfill as Office Assistant II with direct service responsibilities in the Fairfield Outpatient Clinic. Fully FQHC-funded position. Staff recommends delete / replace in lieu of underfill.
00015260	Office Assistant II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09			(1.0)		Recommend deletion. Position vacant since creation on 06/03/07 in Bioterrorism unit. Remained unfilled following transfer to Mental Health on 10/04/09. No request to fill on file.
00015362	Mental Health Specialist II	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05			(1.0)		
00014058	Physical Therapist	7500	Health & Social Services Dept	Regular	Full-Time	1.0	07			(1.0)		Duties of this hard to fill position are currently fulfilled by contract employees. Position requires General Fund contribution of less than 2.5%, for a cost of \$4,022, and provides mandated services to children with severe illness and disabilities. Staff recommends continued use of contract providers.
00014295	Office Assistant II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09			(1.0)		

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00015481	Office Aide	7500	Health & Social Services Dept	Regular	Part-Time	0.5	09			(0.5)		Recommend use of Extra Hire staff in this position that does not provide direct public services.
00013270	Public Hlth Nurse	7500	Health & Social Services Dept	Regular	Part-Time	0.5	02			(0.5)		Direct care position, with no General Fund Contribution, currently filled on a 0.5 FTE basis through Extra Help.
00010408	Occupational Therapist	7500	Health & Social Services Dept	Regular	Part-Time	0.5	07			(0.5)		Difficult-to-fill position currently served by contract employee.
00015498	Mid-Level Practitioner	7500	Health & Social Services Dept	Regular	Part-Time	0.2	02			(0.2)		This 0.2 FTE represents the remainder of a 1.0 FTE currently filled on a 0.8 FTE basis.
00015495	Program Specialist	7500	Health & Social Services Dept	Regular	Part-Time	0.1	06			(0.1)		Staff recommends deletion of this remainder of a 1.0 FTE which is filled on a 0.9 FTE basis.
00015475	Office Assistant II	7500	Health & Social Services Dept	Regular	Part-Time	0.1	09			(0.1)		Position is remainder of a 1.0 FTE which is filled on a 0.9 FTE basis.
00015474	Eligibility Benefits Spec II	7500	Health & Social Services Dept	Regular	Part-Time	0.1	05				0.1	Pending requisition from Department.
00015496	Health Assistant	7500	Health & Social Services Dept	Regular	Part-Time	0.2	07				0.2	This 0.2 FTE represents the remainder of a 1.0 FTE currently filled on a 0.8 FTE basis.
00015473	Staff Analyst	7500	Health & Social Services Dept	Regular	Part-Time	0.5	16				0.5	Position not vacant, allocation underfilled at 0.5 FTE.
00015464	Mental Health Clinical Supv	7500	Health & Social Services Dept	Regular	Part-Time	0.5	06				0.5	Position filled with a voluntary (0.5) reduction by employee; fully funded by CalWORKs revenues.
00015502	Health Education Specialist	7500	Health & Social Services Dept	Regular	Part-Time	0.5	07				0.5	Direct service position, pending requisition from Department
00014088	Mental Health Specialist I	7500	Health & Social Services Dept	Regular	Part-Time	0.8	05				0.8	Direct service position, pending requisition from Department.
00011445	Office Assistant III	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09				1.0	Department proposes replacement of this position and another 1.0 FTE Office Assistant III (PCN 14151) with 1.0 FTE Clerical Supervisor for a net reduction of (1.0) FTE. Staff recommends holding this position vacant pending administrative reclassification of proposed replacement position, and deleting PCN 14151
00011457	Accounting Supervisor	7500	Health & Social Services Dept	Regular	Full-Time	1.0	08				1.0	Pending requisition from Department.
00011958	Appeals Specialist	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00014033	Welfare Fraud Investigator II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	03				1.0	Pending requisition from Department.
00011374	Dep Public Guardian	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00012392	Mental Health Clinician (Lic)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00012460	Public Hlth Nurse	7500	Health & Social Services Dept	Regular	Full-Time	1.0	02				1.0	Department seeks reclassification as Social Worker III to allow Older and Disabled Adult Services to reduce IHSS caseload size and respond to Adult Protective Service referrals within State guidelines. Recommend holding open and authorizing Human Resources to conduct an administrative review and reclassification as HR finds appropriate.
00015485	Social Worker III	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00015486	Social Worker III	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00011488	Eligibility Benefits Spec II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Recommend holding vacant pending Department analysis of State budget action, or converting to Limited Term positions expiring 6/30/11 for further consideration during the FY2011/12 Budget process.**
00012467	Eligibility Benefits Spec II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Recommend holding vacant pending Department analysis of State budget action, or converting to Limited Term positions expiring 6/30/11 for further consideration during the FY2011/12 Budget process.**
00012509	Eligibility Benefits Spec II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Recommend holding vacant pending Department analysis of State budget action, or converting to Limited Term positions expiring 6/30/11 for further consideration during the FY2011/12 Budget process.**
00012614	Eligibility Benefits Spec II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Recommend holding vacant pending Department analysis of State budget action, or converting to Limited Term positions expiring 6/30/11 for further consideration during the FY2011/12 Budget process.**
00012621	Eligibility Benefits Spec II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Pending requisition from Department.
00012631	Eligibility Benefits Spec II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Recommend holding vacant pending Department analysis of State budget action, or converting to Limited Term positions expiring 6/30/11 for further consideration during the FY2011/12 Budget process.**
00013988	Eligibility Benefits Spec III	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.

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00015488	Eligibility Benefits Spec Supv	7500	Health & Social Services Dept	LT - REG	Full-Time	1.0	06				1.0	Recommend holding pending recruitment for additional EBS II staff. A permanent EBS Supervisor vacancy was filled in September, and a companion EBS Supervisor (LT) position is authorized for approval, Limited term through 06/30/11, added in FY2010/11 Budget to supervise Limited Term EBS created during FY2009/10.
00014552	Public Authority Administrator	7500	Health & Social Services Dept	Regular	Full-Time	1.0	62				1.0	Position supported by 19% General Fund Contribution, for a \$19,552 cost. Position duties, including overall policy and program direction for IHSS Public Authority now carried out through Extra Help, pending review of State Budget impacts.
00013693	Mental Health Medical Director	7500	Health & Social Services Dept	Regular	Full-Time	1.0	62				1.0	Pending information from Department.
00010641	Mental Health Specialist II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00013887	Mental Health Nurse	7500	Health & Social Services Dept	Regular	Full-Time	1.0	02				1.0	Department proposes reclassification of this position as a Medical Assistant for implementation of Vallejo Federally-Qualified Health Center / Mental Health site. Recommend authorizing Human Resources to administratively reclassify position as HR deems appropriate.
00010615	Mental Health Clinician (Lic)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00013369	Mental Health Clinician (Lic)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00013403	Mental Health Clinician (Lic)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00014090	Mental Health Specialist II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00015120	Mental Health Clinician (Lic)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00012982	Mental Health Specialist II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00013119	Mental Health Clinician (Lic)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	05				1.0	Direct service position, pending requisition from Department.
00010621	Mental Health Services Mgr(Sr)	7500	Health & Social Services Dept	Regular	Full-Time	1.0	16				1.0	Pending requisition from Department.
00011781	Office Assistant II	7500	Health & Social Services Dept	Regular	Full-Time	1.0	09				1.0	Corresponds to proposed delete / replace of 1.0 FTE Patient Benefits Specialist (PCN 12878) with 1.0 FTE OA II. Department requested underfill of Patient Benefits Specialist with OA III. Because underfills cannot be made across classifications, staff recommends deletion of PCN 12878 and its replacement with this position.
00013452	Mental Health Nurse	7500	Health & Social Services Dept	Regular	Full-Time	1.0	02				1.0	Department seeks to reclassify as Medical Assistant for start of pilot program integrating mental and physical health services. Recommend holding vacant and authorizing Human Resources to administratively classify as HR deems appropriate.
00012084	Emergency Medical Svcs Admin	7500	Health & Social Services Dept	Regular	Full-Time	1.0	62				1.0	Position currently filled on a 0.5 FTE basis by a Senior Health Services Manager, with no General Fund Contribution. Department is reviewing organizational opportunities for the EMS agency and may ultimately recommend deletion, reduction or reclassification.
00010400	Public Hlth Microbiologist	7500	Health & Social Services Dept	Regular	Full-Time	1.0	07				1.0	Direct service position, pending requisition from Department.
00015208	Public Hlth Nurse	7500	Health & Social Services Dept	Regular	Full-Time	1.0	02				1.0	At previous Board review, this position was a Public Health Nurse requested for underfill with a SW III. Underfill from PHN to SW III is not permitted, must be reclassified. Position is on HR list to be reviewed, recommend no action until then.
00015501	Office Assistant II (C)	1500	Human Resources Dept	Regular	Full-Time	1.0	30		1.0			
00012307	Info Tech Spec II	6300	Library Dept	Regular	Full-Time	1.0	07			(1.0)		
00010483	Library Assistant	6300	Library Dept	Regular	Full-Time	1.0	09			(1.0)		
00012768	Library Assistant	6300	Library Dept	Regular	Part-Time	0.5	09			(0.5)		
00010484	Library Assistant	6300	Library Dept	Regular	Part-Time	0.5	09			(0.5)		
00014019	Literacy Program Assistant	6300	Library Dept	Regular	Full-Time	1.0	07				1.0	Will be considered as part of budget reduction plan to address structural deficit.
00013927	Librarian	6300	Library Dept	Regular	Full-Time	1.0	07				1.0	Will be considered as part of budget reduction plan to address structural deficit.
00015069	Dep Director of Library Svcs	6300	Library Dept	Regular	Full-Time	1.0	61				1.0	Will be considered as part of budget reduction plan to address structural deficit.
00010520	Librarian	6300	Library Dept	Regular	Full-Time	1.0	07				1.0	Will be considered as part of budget reduction plan to address structural deficit.
00010526	Librarian	6300	Library Dept	Regular	Full-Time	1.0	07				1.0	Will be considered as part of budget reduction plan to address structural deficit.
00012987	Dep Probation Officer	6650	Probation Dept	Regular	Full-Time	1.0	12		1.0			
00010840	Dep Probation Officer	6650	Probation Dept	Regular	Full-Time	1.0	12		1.0			

Vacancy Report Including Analysis Justification

(As of Oct. 6, 2010)

Position #	Job Title	Dept #	Department	Reg/ Temp	Full / Part	FTE	Sal Plan	Add / Replace	Already Authorized	Recmd. for deletion	Recmd. held pending further consideration	Comments
00010810	Office Assistant II	6650	Probation Dept	Regular	Full-Time	1.0	09			(1.0)		
00014257	Legal Procedures Clerk	6650	Probation Dept	Regular	Part-Time	0.5	09			(0.5)		
00015213	Chief Deputy Public Defender	6530	Public Defender Dept	Regular	Full-Time	1.0	61		1.0			Filled
00015477	Chief Deputy Public Defender	6530	Public Defender Dept	Regular	Full-Time	1.0	61		1.0			Filled
00015478	Dep Public Defender V	6530	Public Defender Dept	Regular	Full-Time	1.0	01		1.0			
00010946	Office Assistant II	6530	Public Defender Dept	Regular	Full-Time	1.0	09		1.0			
00015479	Dep Public Defender V	6530	Public Defender Dept	Regular	Full-Time	1.0	01		1.0			
00011049	Public Works Maint Wkr(Senior)	3010	Res Mgmt-Public Works	Regular	Full-Time	1.0	10				1.0	Pending requisition from Department.
00012276	Public Works Maint Superintend	3010	Res Mgmt-Public Works	Regular	Full-Time	1.0	08				1.0	Until further analysis can be completed.
00012371	Environmental Hlth Specialist	2910	Resource Management	Regular	Full-Time	1.0	07			(1.0)		
00015393	Office Assistant II	6550	Sheriff's Office Dept.	LT - REG	Part-Time	0.5	09		0.5			
00015345	Accounting Technician	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	09		1.0			
00011146	Office Assistant III	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	09		1.0			
00011831	Correctional Officer	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	13		1.0			
00011884	Correctional Officer	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	13		1.0			
00011909	Correctional Officer	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	13		1.0			
00013473	Correctional Officer	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	13		1.0			
00013816	Dep Sheriff	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	03		1.0			
00010550	Dep Sheriff	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	03		1.0			
00012651	Dep Sheriff	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	03		1.0			
00012849	Sheriff's Services Technician	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	07			(1.0)		
00011170	Public Safety Dispatcher (Sr)	6550	Sheriff's Office Dept.	Regular	Full-Time	1.0	07				1.0	Being held vacant to achieve budgeted salary savings; position really needed by Dept, especially during fire season.
Totals						149.9		4	64.1	(27.7)	54.1	

* Funded with non-General Fund monies; any General Fund Contribution applied to the Division is part of Maintenance of Effort requirements, unaffected by filling or deletion of this position. Filling LT and holding perm positions vacant until State budget action would bring EBS II vacancy rate down to 6.7%, while retaining flexibility in event of State reductions. Recommend converting vacant permanent positions to LT, expiring 6/30/11, for reconsideration during FY2011/12 budget process.

** Funded with non-General Fund monies; any General Fund Contribution applied to the Division is part of Maintenance of Effort requirements and would be unaffected by filling or deletion of this position. Department proposes filling positions with incumbents of Limited Term EBS II.