

County Contract No.

Department
County Administrative Officer

TRINITY COUNTY
Board Item Request Form
2013-09-10

3.07

Contact

Monica Stygar

Phone

623-1325

Requested Agenda Location

Consent

Requested Board Action:

Authorize the recruitment and hiring of a Transit Driver in the Department of Transportation to fill a recent vacancy.

Fiscal Impact:

Approximate cost in salary and benefits per month at A step for a Transit Driver is \$4,546.

Motion: _____ Second _____ Roll Call: Ayes: _____ Nays: _____ Tabled To: _____

Action:

Notes:

STAFF REPORT

Subject: Recruitment for the Department of Transportation-Transit Division

Date: September 10, 2013

ISSUE: CONSIDER APPROVAL FOR RECRUITMENT OF A BUS DRIVER IN THE DEPARTMENT OF TRANSPORTATION-TRANSIT DIVISION.

BACKGROUND:

The Department of Transportation-Transit Division maintains five allocations; one Transit Coordinator, two Permanent Full Time Bus Drivers and two Part Time Permanent Bus Drivers.

DISCUSSION:

Due to the recent promotion of one of the full time bus drivers to the position of Transit Coordinator, one of the full time bus driver positions has become vacant. This request is to recruit for a replacement for that position.

Depending on the experience and qualifications of potential candidates, the annual salary and benefits for this position are as follows:

A Step - \$67,073.36

B Step - \$68,918.09

C Step - \$70,854.82

This position has been included in the FY 2013/2014 budget. Trinity Transit is funded with Local Transportation Funds (LTF), State Transit Assistance Funds (STA), and Federal Transit Authority (FTA) 5311(f) funds.

ALTERNATIVES INCLUDING FINANCIAL IMPLICATION:

1. Approve recruitment of a Bus Driver in the Department of Transportation-Transit Division.
2. Deny approval of recruitment of a Bus Driver. This will leave a gap in transit operations.

RECOMMENDATION:

It is Staff's recommendation that the Board of Supervisors approve recruitment of a Full Time Bus Driver in the Department of Transportation-Transit Division.

Respectfully Submitted

Richard Tippet
Director of Transportation

CAO RECOMMENDATION: I concur. However, the department will have to return to the Board for approval should they desire to hire at above "A" step following completion of interviews. W Tyler

Department of Transportation

Staffing Organization Chart

DIRECTOR OF TRANSPORTATION
RICHARD TIPPETT

Senior Transportation Planner
1

TRANSIT (Proposed July 1, 2013)
Transit Coordinator 1
Permanent Driver 2
Part-time Drivers 2

ROADS

SUPERINTENDENT
1

ENGINEERING / AIRPORTS
Sr Engr 1
Assoc Engr Level 2 1
Sr Env Comp 1
Sr Land Surveyor EH
Engr Tech I/II Vacant
Sr Engr Aide 1
Sr Traffic Aide 1
Engr Aide 1

ADMINISTRATION
Accountant III 1
Accountant II 1
Acct Tech I or II 1
Admin Serv Officer Vacant
Admin Clerk 1



NORTH COUNTY
CRCS Not Filled
ACRCS 2 1
LW I/II Not Filled
RMW IV 1
RMW I/II/III 7

HAYFORK / HYAMPOM
CRCS 1
ACRCS Not Filled
LW I/II Not Filled
RMW IV Not Filled
RMW I/II/III 4

SOUTH COUNTY
CRCS Not Filled
ACRCS 1
LW I/II Not Filled
RMW IV Not Filled
RMW I/II/III 4

EQUIPMENT MAINTENANCE
Supervisor Mech 1
Mechanic III 3
Mechanic I 1
Storekeeper 1

Transit Dr	# months	Sal/Mo	Total Sal	Soc Sec	Grp Ins	Def Comp	UI	Post Empl	WC	Ret misc	
G159A	1	2185	2185	167	650		40	723	35	746	
			0	0	0					0	
			0	0	0					0	
Sub Totals	1	2185	2185	167	650	0	40	723	35	746	<u>\$ 4,546</u>