

**SACRAMENTO METROPOLITAN AIR QUALITY
MANAGEMENT DISTRICT**

For Agenda of **October 25, 2007**

To: Board of Directors
Sacramento Metropolitan Air Quality Management District

From: Larry Greene
Air Pollution Control Officer

Subject: **Request to Reorganize the Strategic Planning Division and Mobile Sources Division into a new Land Use/Mobile Sources Division; and Conversion of Mobile Sources Division Manager Position to Program Supervisor Position**

Recommendation

Staff recommends the Board approve the attached resolution to

- A) Reorganize the District Divisions by:
- 1) Combining the existing Strategic Planning Division and the existing Mobile Sources Division to form a new Land Use/Mobile Sources Division, and
 - 2) Convert the Mobile Sources Manager Position to a Program Supervisor Position by deleting one FTE Division Manager position and adding one FTE Program Supervisor position; and
- B) Authorize the Chairperson of the Board to sign the resolution on behalf of the SMAQMD Board of Directors.
-

Background

The former Mobile Sources Division manager recently took a position with the Bureau of Automotive Repair. Whenever there is a change in management staff it is prudent to review District staffing levels for efficiency with relation to both function and funding.

The Strategic Planning Division currently consists of Transportation and Land Use, the Communications Office (CO), and the Legislative Liaison section. The majority of the staff in this division is with the Transportation and Land Use section that develops and implements strategies to reduce mobile source emissions through reduction in vehicle trips and miles traveled. The division influences transportation planning and project development to reduce the impact of mobile source emissions on air quality. These duties closely tie to the mission of the Mobile Source Division.

The Mobile Sources Division develops and implements strategies aimed at reducing emissions from vehicular sources. The division demonstrates and makes technology available to fleet owners to reduce vehicular emissions.

Staff is recommending that the two divisions be combined to form a new division, entitled Land Use/Mobile Sources, which will be responsible for all of the current programs, including the Community Outreach Office. The current Strategic Planning Division manager was previously the manager for Mobile Sources and is very knowledgeable of the program and the needs of the District. The legislative liaison function would fall directly under the APCO.

To assist in the span of management for the new combined Division, staff is recommending converting the former Mobile Sources Division manager position to a Program Manager position, which would report directly to the manager of the new division.

Fiscal Impacts

The current maximum salary range for one FTE Division Manager is \$10,171 per month. The current maximum salary range for one FTE Program Supervisor is \$ 8,849 per month. The annualized salary and benefits savings is approximately \$26,500.

Respectfully submitted,

Larry Greene, Air Pollution Control Officer
Sacramento Metropolitan Air Quality Management District

Approved as to form:

Kathrine Pittard, District Counsel
Sacramento Metropolitan Air Quality Management District

Attachment A

Board Resolution

SACRAMENTO METROPOLITAN AIR QUALITY MANAGEMENT DISTRICT

Resolution No. _____

WHEREAS, the missions of the current Strategic Planning Division and the Mobile Sources Division are complementary; and

WHEREAS, the departure of the former Mobile Sources Division Manager provides an opportunity to consider consolidation and streamlining of functions at the district; and

WHEREAS, this evaluation has been completed with a recommendation to consolidate both functions under one Division; and

WHEREAS, the current Strategic Planning Division Manager was a previous manager of the Mobile Sources Division with excellent performance in that capacity; and

WHEREAS, there will be a cost savings to the district from this consolidation;

THEREFORE BE IT RESOLVED AND ORDERED by the District Board of Directors to authorize combining the Strategic Planning and Mobile Sources Divisions into the Land Use and Mobile Sources Division and the conversion of the former Mobile Sources Division Manager position into a Program Manager position.

ON A MOTION by Director _____ and seconded by Director _____, the foregoing resolution was passed and adopted by the Board of Directors of the Sacramento Metropolitan Air Quality Management District, State of California, the 25th day of October, 2007.

AYES: Directors

NOES: Directors

ABSENT: Directors

Chairperson of the Board of Directors
Sacramento Metropolitan Air
Quality Management District

ATTEST: _____
Clerk, Board of Directors