



# City of Chula Vista

## Staff Report

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**File#:** 16-0409, **Item#:** 4.

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A. RESOLUTION NO. 2016-179 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA AMENDING THE COMPENSATION SCHEDULE AND CLASSIFICATION PLAN TO REFLECT THE ADDITION OF A FA (FISCAL AGENT) PROGRAM ASSISTANT SUPERVISOR, ADDING ONE FA SUPERVISING INTELLIGENCE ANALYST, TWO FA SENIOR INTELLIGENCE ANALYSTS, ONE FA INTELLIGENCE ANALYST AND ONE FA PROGRAM ASSISTANT SUPERVISOR TO THE AUTHORIZED STAFFING LEVEL OF THE POLICE GRANT FUND FOR THE SAN DIEGO LAW ENFORCEMENT COORDINATION CENTER AND APPROPRIATING FUNDS THEREFOR (4/5 VOTE REQUIRED)

B. ORDINANCE OF THE CITY OF CHULA VISTA AMENDING CHULA VISTA MUNICIPAL CODE SECTION 2.05.010 RELATING TO THE ESTABLISHMENT OF UNCLASSIFIED POSITIONS TO ADD FA PROGRAM ASSISTANT SUPERVISOR (FIRST READING) (4/5 VOTE REQUIRED)

C. RESOLUTION NO. 2016-180 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING THE REVISED FISCAL YEAR 2016/2017 COMPENSATION SCHEDULE EFFECTIVE SEPTEMBER 16, 2016, AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5

### **RECOMMENDED ACTION**

Council adopt the resolutions and place the ordinance on first reading.

### **SUMMARY**

The High Intensity Drug Trafficking Area ("HIDTA") Director is requesting to add five FA (Fiscal Agent) positions to the authorized staffing level at the San Diego Law Enforcement Coordination Center. These positions are fully reimbursed by grant funds, along with a 4% administrative fee for acting as the fiscal agent.

### **ENVIRONMENTAL REVIEW**

#### **Environmental Notice**

The activity is not a "Project" as defined under Section 15378 of the California Environmental Quality Act State Guidelines; therefore, pursuant to State Guidelines Section 15060(c)(3) no environmental review is required.

### **BOARD/COMMISSION RECOMMENDATION**

Not Applicable.

### **DISCUSSION**

The Police Department acts as the fiscal agent for various law enforcement programs which are funded through various State and Federal agencies. As the fiscal agent, the Police Department hires

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and provides salary and benefits for positions which are normally considered separate from existing City staffing and are at will positions. These positions are designated as "FA" ("Fiscal Agent") in the title description.

Five positions (one FA Supervising Intelligence Analyst, two FA Senior Intelligence Analysts, one FA Intelligence Analyst and one FA Program Assistant Supervisor) are requested to be added to the authorized staffing level of the Police Grant Fund to support the San Diego Law Enforcement Coordination Center ("SDLECC"). The SDLECC serves as the regional intelligence fusion center for San Diego and Imperial counties. Fusion Centers are focal points for the receipt, analysis, gathering, and sharing of threat-related information between the federal government and state, local, tribal, and private sector partners. These five positions are fully reimbursed by either High Intensity Drug Trafficking Area (HIDTA) or homeland security grant funds, along with a 4% administrative fee for acting as the fiscal agent.

The FA Supervising Intelligence Analyst is responsible for the direct management and oversight of the Critical Infrastructure Protection (CIP) Program, who will develop innovative CIP program initiatives designed for region-wide application and successful marketing of those initiatives to regional stakeholders.

The two FA Senior Intelligence Analysts are responsible for researching and analyzing information on a variety of topics related to criminal activities from multiple sources, including open source, law enforcement, and classified systems. These positions will identify new threats and trends and increase situational awareness for regional public safety personnel and organizations.

The FA Intelligence Analyst performs analytical work in support of all crimes/all hazards as directed by their supervisor, and will apply analytical skills to note possible correlations between disparate information streams and report this information according to LECC policy.

The FA Program Assistant Supervisor oversees program assistant staff who enable the delivery of SDLECC tactical and strategic intelligence services, Terrorism Liaison Officer training, Critical Infrastructure Program products, and investigative, planning and training support to local, tribal, state, and federal first responders against all crimes and all hazards along California's border with Mexico.

#### Compensation Schedule

California Code of Regulations, Title 2, Section 570.5 requires that, for purposes of determining a retiring employee's pension allowance, the pay rate be limited to the amount listed on a pay schedule that meets certain requirements and be approved by the governing body in accordance with the requirements of the applicable public meeting laws. The Fiscal Year 2016-2017 Compensation Schedule ("Compensation Schedule") was last approved by the City Council at their meeting of July 26, 2016.

Approval of Resolution C will approve the revised Compensation Schedule to reflect the addition of the newly created FA Program Assistant Supervisor position, in compliance with California Code of Regulations, Title 2, Section 570.5.

#### **DECISION-MAKER CONFLICT**

Staff has reviewed the decision contemplated by this action and has determined that it is not site-

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specific and consequently, the 500-foot rule found in California Code of Regulations Title 2, section 18702.2(a)(11), is not applicable to this decision for purposes of determining a disqualifying real property-related financial conflict of interest under the Political Reform Act (Cal. Gov't Code § 87100, et seq.).

Staff is not independently aware, and has not been informed by any City Council member, of any other fact that may constitute a basis for a decision maker conflict of interest in this matter.

### **LINK TO STRATEGIC GOALS**

The City's Strategic Plan has five major goals: Operational Excellence, Economic Vitality, Healthy Community, Strong and Secure Neighborhoods and a Connected Community. These new positions support the goal of Operational Excellence by providing additional resources to meet HIDTA goals and objectives.

### **CURRENT YEAR FISCAL IMPACT**

Approval of Resolution A will result in the amendment of the compensation schedule and classification plan to add the classification of FA Program Assistant Supervisor. This new classification is an at-will position and will be eliminated if grant funding ends. The FA Program Assistant Supervisor will be assigned to the Professional Unclassified (PRUC) group. The E-Step bi-weekly salary for this position will be \$2,884.62.

Approval of Resolution A will also add one FA Supervising Intelligence Analyst, two FA Senior Intelligence Analysts, one FA Intelligence Analyst and one FA Program Assistant Supervisor to the authorized staffing level of the San Diego Law Enforcement Coordination Center, resulting in an appropriation of \$464,396 to the personnel category and \$18,576 to the Other Expenses category of the Police Grant Fund. The personnel costs are fully reimbursed by HIDTA and homeland security grant funds. The City receives a 4% administrative fee for acting as the fiscal intermediary for these positions. Because of the 4% administrative fee, there is a positive impact of \$18,576 to the General Fund in the current fiscal year.

Approval of the Ordinance will amend Chula Vista Municipal Code 2.05.010 to reflect the addition of FA Program Assistant Supervisor.

### **ONGOING FISCAL IMPACT**

The ongoing annual cost for these five positions is approximately \$619,000. The personnel costs are fully reimbursed by HIDTA and homeland security grant funds, and the City receives a 4% administrative fee for acting as the fiscal intermediary for these positions. Because of the 4% administrative fee, there will be a positive impact of approximately \$24,760 to the General Fund each fiscal year. If the grant no longer funds these positions, then they will be eliminated.

### **ATTACHMENTS**

Revised Fiscal Year 2016-2017 Compensation Schedule Effective September 16, 2016

*Staff Contact: Jonathan Alegre*