



HUMAN RESOURCES DEPARTMENT

LAURA S. ARMOR
Director

January 9, 2007

Board of Supervisors
County of Marin
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Revision to classification specification and title change from Enterprise Resource Planning System Project Manager to Enterprise Resource Planning Business Systems Manager (0311); and equity adjustment for the classification

Dear Board Members:

RECOMMENDATION: It is recommended by the Director of Human Resources that your Board approve the following, effective January 9, 2007:

1. Revision to classification specification and title change of class (0311) from Enterprise Resource Planning System Project Manager to Enterprise Resource Planning Business Systems Manager
2. Market equity adjustment of 5% for class (0311) ERP Business System Manager

SUMMARY: The classification specification for the former classification of ERP System Project Manager has been updated to reflect the changed role of this position from ERP implementation to management of ongoing maintenance and continuous improvement of the enterprise resource planning system countywide. It also reflects the shift in the reporting relationship to the Director of Information Services Technology, with guidance by the Enterprise Resource Planning Steering Committee. Also, consistent with the County's practice of maintaining salaries at a competitive market position, it is recommended that class (0311) ERP Business Systems Manager receive a 5% equity adjustment to ensure its competitive position in the labor market.

FISCAL IMPACT: The full annual cost of the implementation of this salary adjustment is \$7,045 if effective the pay period beginning January 14, 2007. The total cost for the remainder of the fiscal year is \$3,252. Funds have been set aside by the County Administrator's Office for the post implementation of Project Merit to manage the support and maintenance of the enterprise resource planning business system.

REVIEWED BY:	<input type="checkbox"/> Auditor Controller	<input checked="" type="checkbox"/> N/A
	<input type="checkbox"/> County Counsel	<input checked="" type="checkbox"/> N/A
	<input checked="" type="checkbox"/> Human Resources	<input type="checkbox"/> N/A

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Respectfully submitted,

Laura S. Armor
Director of Human Resources

Attachment

cc: Richard Arrow, Auditor Controller
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