

ORDINANCE NUMBER O- 20601 (NEW SERIES)

52 2/02

DATE OF FINAL PASSAGE FEB 18 2016

AN ORDINANCE OF THE COUNCIL OF THE CITY OF  
SAN DIEGO EXEMPTING SIX PROGRAM COORDINATOR  
POSITIONS IN THE DEPARTMENT OF INFORMATION  
TECHNOLOGY FROM THE CLASSIFIED SERVICE.

WHEREAS, on November 5, 2015, the City of San Diego (City)'s Civil Service Commission reviewed a request from the Department of Information Technology (Department) to exempt six Program Coordinator positions from the Classified Service; and

WHEREAS, these positions will be responsible for overseeing and maintaining the City's Enterprise Resource Planning (ERP) system by developing sustainable technology-driven solutions, utilizing independent authority to identify and manage the resolution processes, determining and implementing appropriate and standardized policies and procedures, developing and recommending policy and procedural changes in order to comply with SAP best practices, using independent judgment to problem solve and recommend solution alternatives, and exercising political acumen to facilitate effective communication between City management and department stakeholders, resulting in the recommendation of new policies to improve City-wide processes; and

WHEREAS, the Grants Management/Funds Management Program Coordinator will be responsible for overseeing and administering enterprise-wide solutions focused on reporting budget and accounting data; and

WHEREAS, the Procure-to-Pay Program Coordinator will be responsible for overseeing and administering enterprise-wide solutions focused on reporting inventory, purchasing, and accounts payable data; and

WHEREAS, the Time and Personnel Administration/Organizational Management Program Coordinator will be responsible for overseeing and administering solutions related to employees' time entry processing and personnel administration/organizational management functions; and

WHEREAS, the Human Resources (HR) and Learning Program Coordinator will be responsible for administering, monitoring, and assessing system controls that affect HR and employee learning; and

WHEREAS, the Customer Care Billing and Invoicing Program Coordinator will be responsible for overseeing and monitoring the development and implementation of changes to the Customer Care Billing and Invoicing Solution; and

WHEREAS, the Customer Care Device Management Program Coordinator will be responsible for overseeing and monitoring the development and implementation of changes that facilitate improved management of all devices that interface with SAP for Industry Solutions Utilities system; and

WHEREAS, San Diego Charter section 117(a)(17) states that the Unclassified Service shall include “[m]anagerial employees having significant responsibilities for formulating or administering departmental policies and programs. Each such position shall be exempted from the Classified Service by ordinance, upon the initiation of the appropriate appointing authority and after receiving the advisory review and comment of the Civil Service Commission and the approval of the City Council”; and

WHEREAS, on November 5, 2015, upon review of the duties and responsibilities of the Program Manager positions, as provided by the Department, the Civil Service Commission determined that the six Program Coordinator positions meet the standard set forth in Charter section 117(a)(17) to be placed in the Unclassified Service; and

WHEREAS, the determinations of the Civil Service Commission are set forth in a memorandum dated November 9, 2015, from Hadi Dehghani, Personnel Director, to the Honorable Council President and Council; NOW, THEREFORE,

BE IT ORDAINED, by the Council of the City of San Diego, as follows:

Section 1. That the Council has received and reviewed a memorandum from Personnel Director Hadi Dehghani, dated November 9, 2015, which documents that, on November 5, 2015, the City's Civil Service Commission reviewed and favorably commented on a proposal from the Department to exempt six Program Coordinator positions from the Classified Service. The Grants Management/Funds Management Program Coordinator will be responsible for overseeing and administering enterprise-wide solutions focused on reporting budget and accounting data. The Procure-to-Pay Program Coordinator will be responsible for overseeing and administering enterprise-wide solutions focused on reporting inventory, purchasing, and accounts payable data. The Time and Personnel Administration/Organizational Management Program Coordinator will be responsible for overseeing and administering solutions related to employees' time entry processing and personnel administration/organizational management functions. The Human Resources and Learning Program Coordinator will be responsible for administering, monitoring, and assessing system controls that effect HR and employee learning. The Customer Care Billing and Invoicing Program Coordinator will be responsible for overseeing and monitoring the development and implementation of changes to the Customer Care Billing and Invoicing

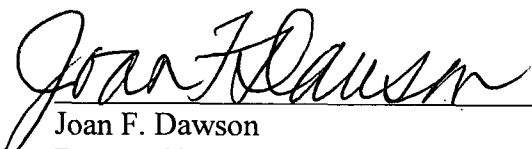
Solution. The Customer Care Device Management Program Coordinator will be responsible for overseeing and monitoring the development and implementation of changes that facilitate improved management of all devices that interface with SAP for Industry Solutions Utilities system.

Section 2. That pursuant to Charter section 117(a)(17), with the Civil Service Commission's review and approval, the Council now exempts from the Classified Service and declares to be in the Unclassified Service of the City six Program Coordinator positions, performing the duties set forth in the November 9, 2015 memorandum from Personnel Director Hadi Dehghani to the Honorable Council President and Council, and in this ordinance.

Section 3. That a full reading of this ordinance is dispensed with prior to passage, a written copy having been made available to the Council and the public prior to the day of its passage.

Section 4. That this ordinance shall take effect and be in force on the thirtieth day from and after its final passage.

APPROVED: JAN I. GOLDSMITH, City Attorney

By   
Joan F. Dawson  
Deputy City Attorney

JFD:cm  
Or.Dept: Dept. of IT  
Doc. No.: 1191901

I certify the foregoing Ordinance was passed by the Council of the City of San Diego, at this meeting of                     FEB 02 2016                    .

ELIZABETH S. MALAND  
City Clerk

By   
Deputy City Clerk

Approved: 2/17/16  
(date)

  
KEVIN L. FAULCONER, Mayor

Vetoed: \_\_\_\_\_  
(date)

\_\_\_\_\_  
KEVIN L. FAULCONER, Mayor

Passed by the Council of The City of San Diego on FEB 02 2016, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Sherri Lightner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lorie Zapf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Todd Gloria	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Myrtle Cole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Kersey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Cate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Sherman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Alvarez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marti Emerald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage FEB 18 2016

AUTHENTICATED BY: KEVIN L. FAULCONER  
Mayor of The City of San Diego, California.

(Seal) ELIZABETH S. MALAND  
City Clerk of The City of San Diego, California.

By Mary Fernandez, Deputy

I HEREBY CERTIFY that the foregoing ordinance was not finally passed until twelve calendar days had elapsed between the day of its introduction and the day of its final passage, to wit, on

JAN 11 2016, and on FEB 18 2016

I FURTHER CERTIFY that said ordinance was read in full prior to passage or that such reading was dispensed with by a vote of five members of the Council, and that a written copy of the ordinance was made available to each member of the Council and the public prior to the day of its passage.

(Seal) ELIZABETH S. MALAND  
City Clerk of The City of San Diego, California.

By Mary Fernandez, Deputy

Office of the City Clerk, San Diego, California  
Ordinance Number O- 20601