



**Ruben Barrera, Director**

Building and Safety Division

**Doug Leeper, Director**

Code Compliance Division

**Charles R. Genkel, Director**

Environmental Health Division

**Jennifer Orozco, Director**

Operations Division

**Dave Ward, Director**

Planning Division

January 28, 2025

County of Ventura Board of Supervisors

**SUBJECT:** Adopt a Resolution Establishing One Fixed-Term Position Allocation to Support Disaster Recovery Efforts in the Resource Management Agency Environmental Health Division.

## RECOMMENDATION:

ADOPT a resolution (Exhibit 1) establishing one fixed-term position allocation to support disaster recovery efforts in the Resource Management Agency Environmental Health Division, Budget Unit 2939, effective January 12, 2025 through April 12, 2025 as follows:

Budget Unit	Class Code	Classification Title	FTE	ATH	Annual Salary Range
2939	01178	Manager-RMA Services I	1.0	1	\$103,549.93 - \$144,969.91

## FISCAL/ MANDATES IMPACT:

Mandatory: No  
Source of Funding: Environmental Health Fees  
Funding Match Required: \$0  
Impact on Other Departments: None

For FY 2024-25, the estimated cost of this position is \$32,200 from January 2025 to April 2025. Budgeted appropriations are sufficient to absorb costs.

<b><u>Summary of Revenues and Costs:</u></b>	<b><u>FY 2024-25</u></b>	<b><u>FY 2025-26</u></b>
Revenues:	\$ -	\$ -
Costs:		
Direct	\$ 32,200	\$ -
Indirect-Agency/Dept.	\$ -	\$ -
Indirect-County CAP	\$ -	\$ -
Total Costs	\$ 32,200	\$ -
Net Costs:	\$ 32,200	\$ -
Recovered Indirect Costs:	\$ -	\$ -

**Strategic Plan:**

This position supports the County Strategic Plan Priority – Health, Safe, and Resilient Communities under the goal of promoting community resilience and strengthening our ability to withstand and recover from disaster and adversity. This request is aligned with this priority as the fixed-term allocation will facilitate the reassignment of staff to support the Mountain Fire recovery efforts at the Debris Removal Operations Center (DROC).

**DISCUSSION:**

The Resource Management Agency's Environmental Health Division (Division) is leading the debris removal program due to the Mountain Fire, including the Consolidated Debris Removal Program (Government-led) and Local Program (Private). As was successful in previous fire recovery events, the DROC is established where the administration of the consolidated debris removal program is centralized and coordinated. The DROC will house county staff and contractors and provide a base of operations to monitor and track progress of the debris removal phase. Additionally, this location will be open to the public where they may inquire about the status of their property and/or obtain additional information or resources.

Given the prior experience and level of expertise needed to coordinate these efforts, existing staff will be reassigned to the DROC which creates a need to backfill for the position to maintain oversight of the day-to-day work in the Division's Technical Services Section. As such, a new fixed-term position of Manager-RMA Services I is requested to provide coverage during the anticipated three-month period that the DROC is open. The estimated fiscal impact is \$32,200 and sufficient appropriations exist in the current Division budget to absorb the cost. Work has begun in preparation of the DROC including debris removal contracts, public workshops, and consultations. Operations at the DROC are scheduled to begin on January 6, 2025.

This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office, and County Counsel's Office. If you have any questions regarding this item, please contact Rob Mullane at (805) 654-2661 or via e-mail at [Robert.Mullane@ventura.org](mailto:Robert.Mullane@ventura.org).



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Rob Mullane, Director  
Resource Management Agency

Resolution - Establishing one fixed position in the Resource Management Agency