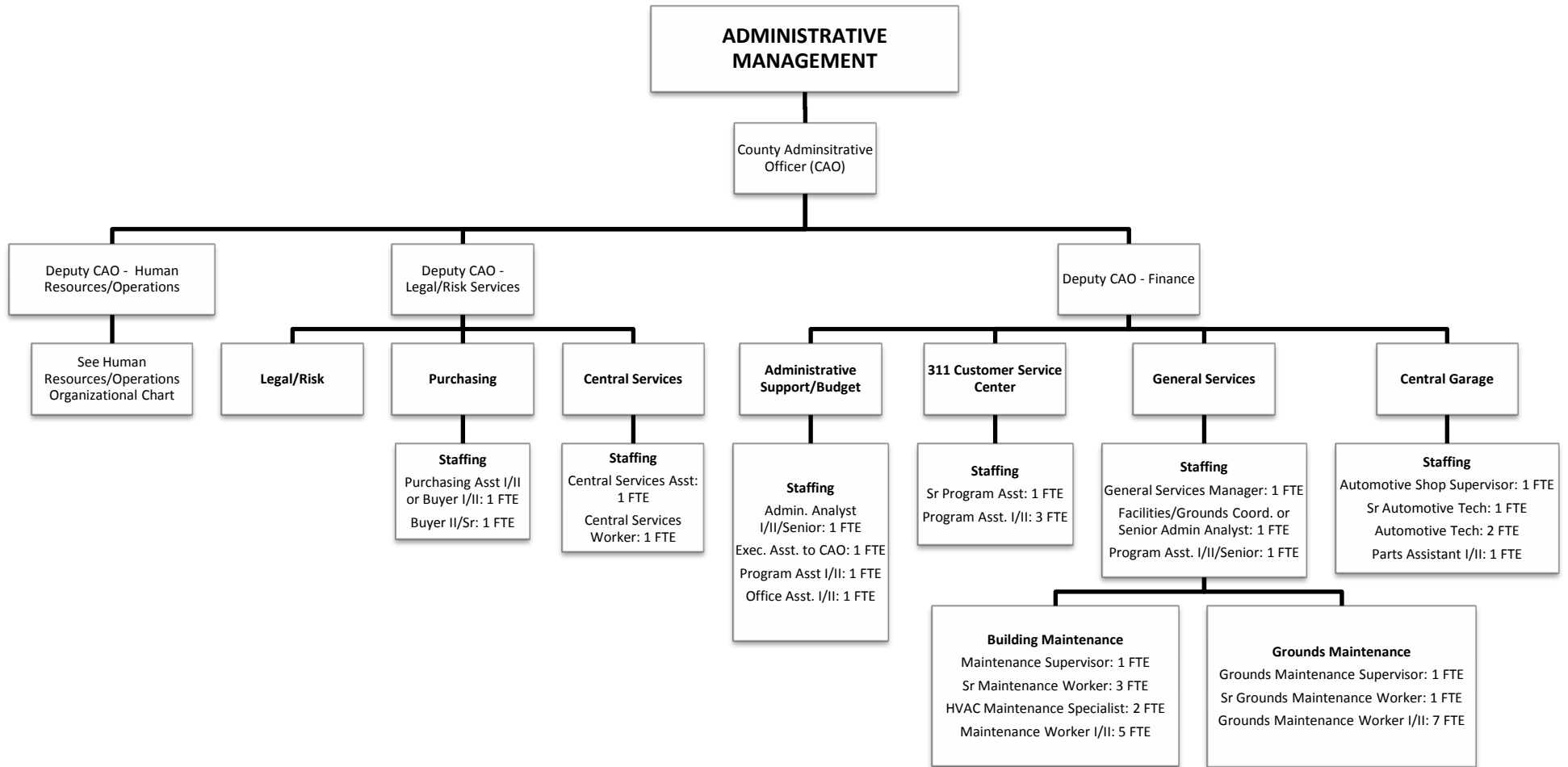


## **DEPARTMENTAL ORGANIZATIONAL CHARTS**

The Departmental Organizational Charts contained in this document reflect the 2015-16 Recommended staffing allocations, inclusive of funded and unfunded positions, and are shown by assignment within the functional areas or programs of the department. These charts are intended to only provide an overview of the department and its functions/ programs and how those areas are staffed.

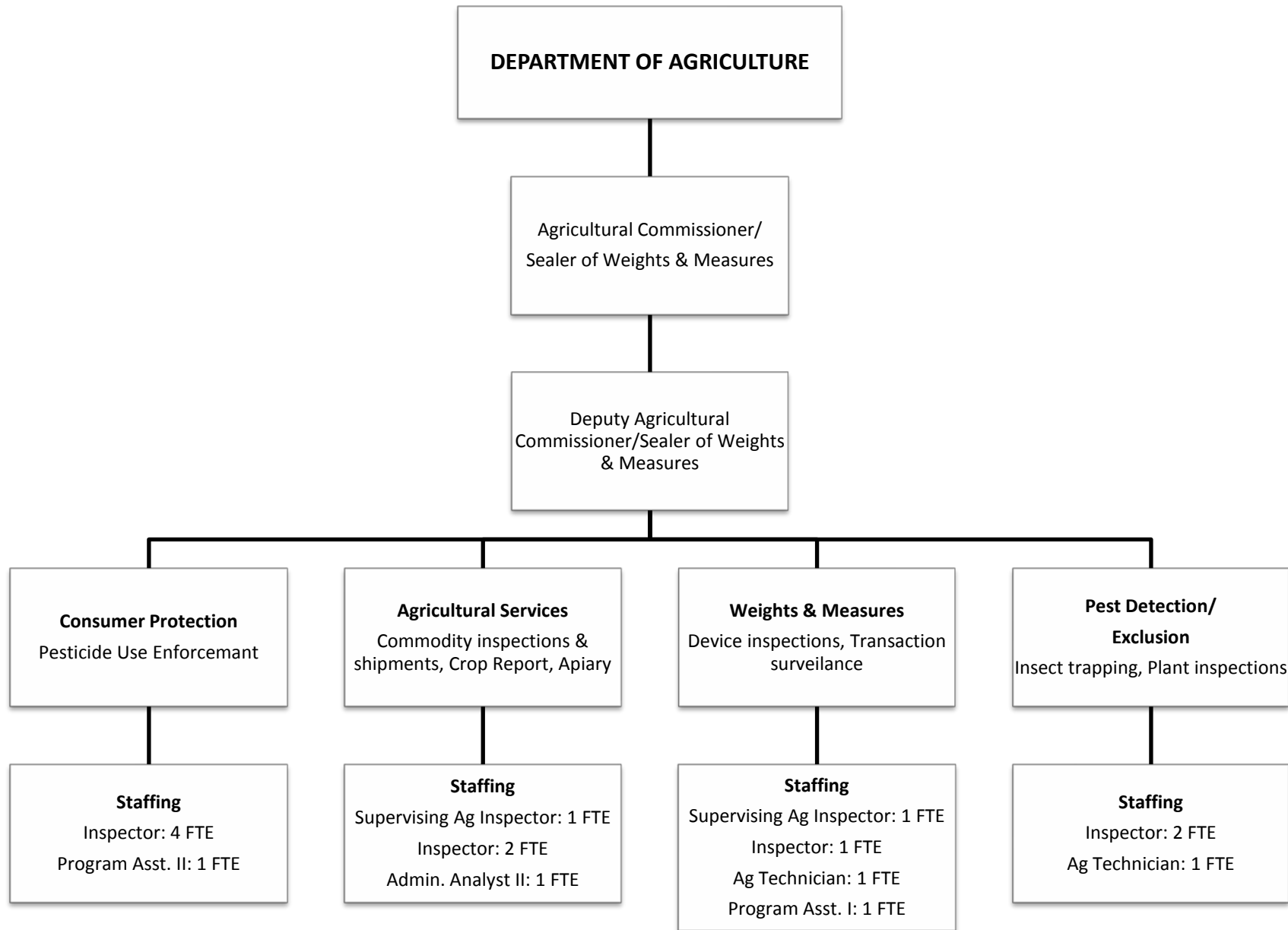
For more information on funded and unfunded positions, please refer to the specific departmental budget narrative.

*Note: Organizational charts are presented in alphabetical order by department.*

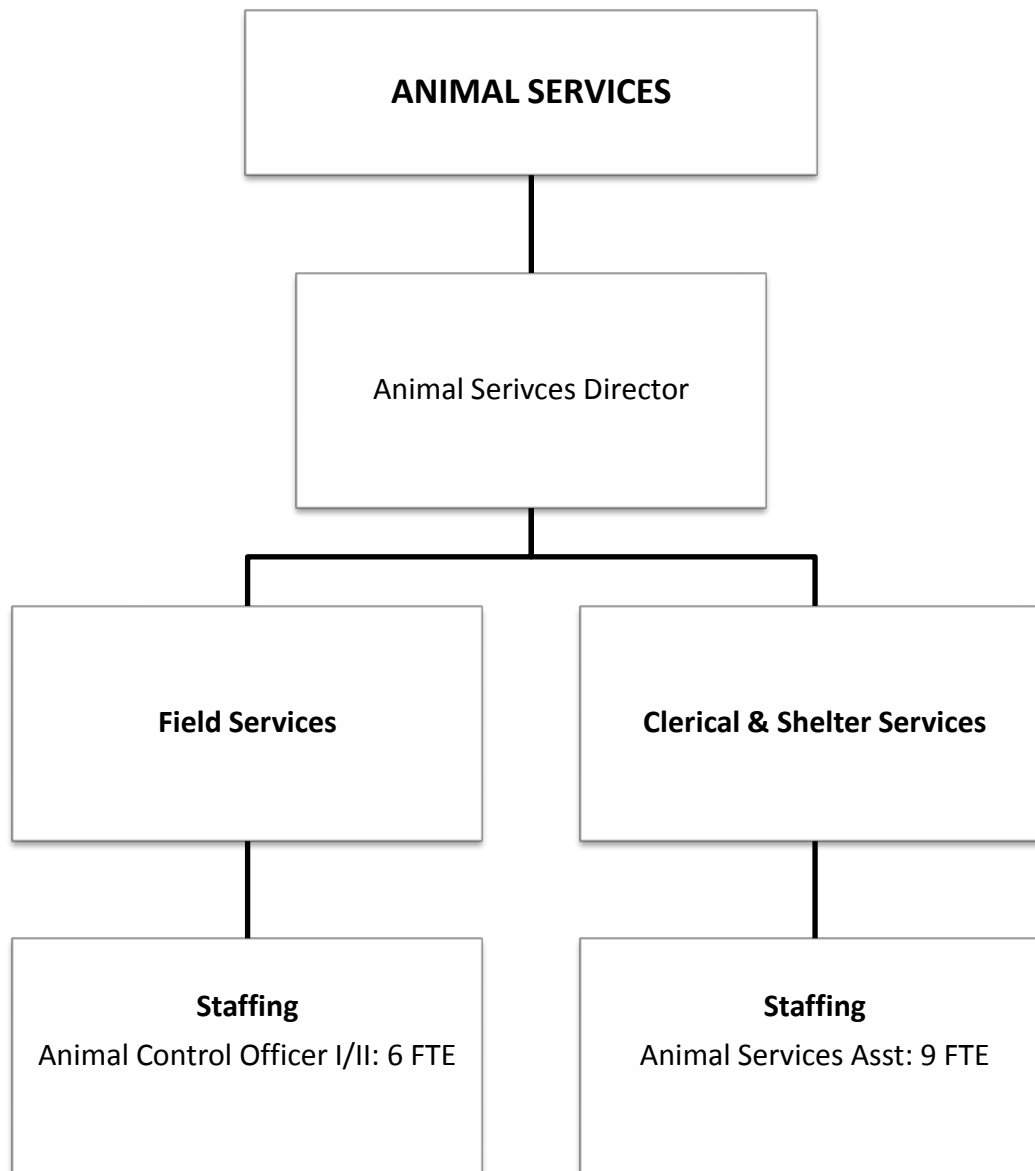


**Total FTE: 42**

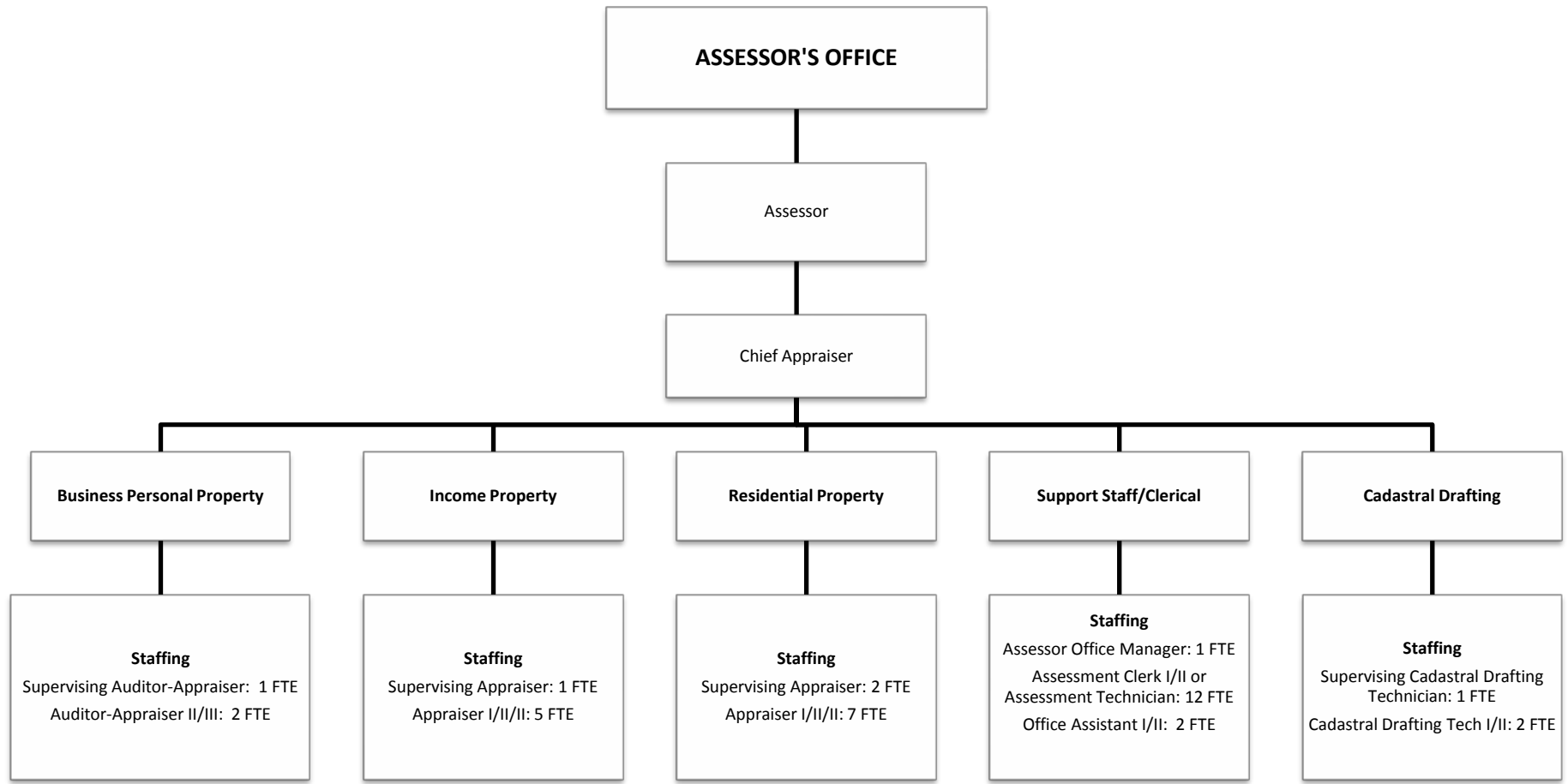
**Note: Total FTE does not include staffing reflected on Human Resources/Operations Organizational Chart**



**Total FTE: 18**



**Total FTE: 16**



**Total FTE: 38**

**AUDITOR-CONTROLLER DEPARTMENT**

Auditor-Controller

**Utility Services/Special Districts**  
 Prepare utility billings for Special Districts, Receipt of billings, Post Special District JEs

**Payroll Division**  
 Calculate and prepare monthly payroll checks, calculate payroll variances and adjustments, prepare payroll tax returns, make payroll tax deposits, record and reconcile payroll related liabilities, adjust and review employee leave balances

**Accounts Payable**  
 Process and print a/p warrants, review contracts and purchase agreements, encumber contracts

**Accounts Receivable/Revenue**  
 Fiscal & Revenue, Review and Post Journal Entries, Review and Process Revenue, Prepare all Allocations for Property Taxes, Prepare and Review State Reports as Required

**General Accounting and Bookkeeping/Financial Statement Preparation**  
 Review/Post year-end journal adjustments, Prepare Annual Financial Statements, Reconcile Bank Accounts, Prepare SEFA

**Staffing**  
 Sup. Account-Auditor: 0.75 FTE  
 Account Clerk II: 1 FTE  
 Senior Account Auditor: 0.25 FTE  
 Asst. Auditor-Controller: 0.25 FTE  
 Accountant-Auditor II: 0.25 FTE

**Staffing**  
 Assist. Auditor-Controller: 0.5 FTE  
 Payroll Tech: 2 FTE  
 Account Clerk II: 0.75 FTE  
 Senior Acct. Auditor: 0.25 FTE

**Staffing**  
 Administrative Analyst I/II/Senior: 1 FTE  
 General Acctg Supervisor: 1 FTE  
 Sr. Account Tech : 2 FTE  
 Account Clerk II: 2 FTE  
 Accountant-Auditor II: 1 FTE

**Staffing**  
 Sup. Account-Auditor: 0.75 FTE  
 Senior Account-Auditor: 0.5 FTE  
 Sr. Account-Tech: 1 FTE  
 Accountant-Auditor II: 1.75 FTE  
 Account Clerk II: 0.25 FTE  
 Account Tech: 1 FTE

**Staffing**  
 Assistant Auditor-Controller: 0.25 FTE  
 Sup. Account-Auditor: 0.5 FTE  
 Accountant-Auditor II: 1 FTE  
 Chief Internal Auditor: 1 FTE

**Total FTE: 22**

**BEHAVIORAL HEATH SERVICES**

Director of Behavioral Health Services

Assistant Behavioral Health Director

**Children Services & Rural Clinics Division**  
Mental Health / Alcohol & Drug Programs

**Adults Services / MHSA Community Outreach QM & Managed Care Plan Division**  
Mental Health / Alcohol & Drug Programs

**Fiscal Division**  
Accounts Payable & Accounts Receivable

**Administrative Division**  
Data Collection / Human Resources / Purchasing

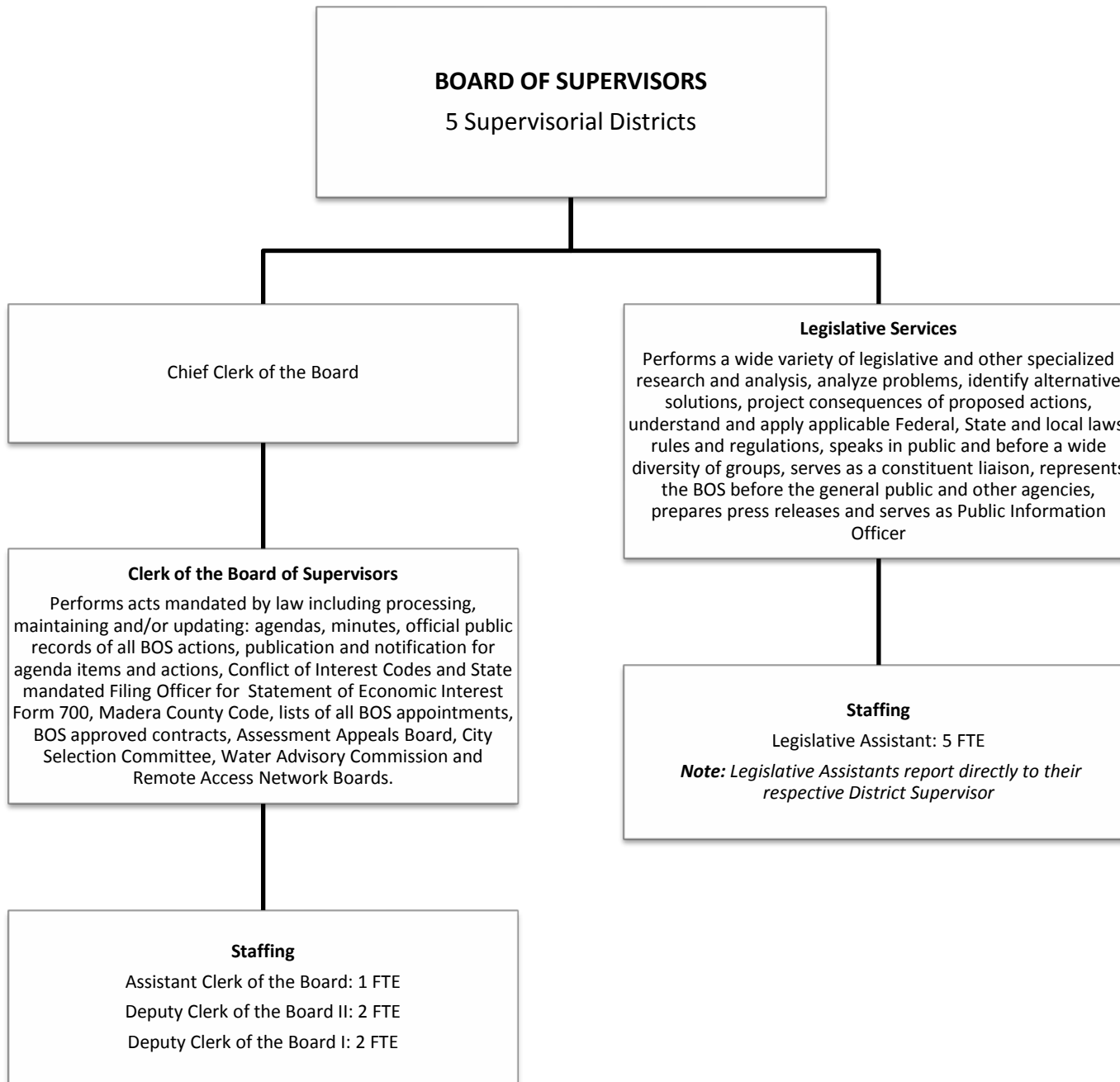
**Staffing**  
Division Manager: 1.0 FTE  
Behavioral Health Program Supervisor or Supervising Mental Health Clinician: 7.0 FTE  
Licensed/Prelicensed Mental Health Clinician: 0 FTE  
Mental Health Crisis Worker or Prelicensed Mental Health Clinician: 0 FTE  
Prelicensed Mental Health Clinician or Senior Mental Health Caseworker: 0 FTE  
Licensed/Prelicensed Mental Health Clinician or Senior Mental Health Case Worker: 32 FTE  
Inpatient Nurse Liaison: 1.0 FTE  
Certified Alcohol & Drug Counselor: 10.0 FTE  
Mental Health Caseworker I/II: 14.0 FTE  
Program Assistant I/II: 5.0 FTE  
Vocational Assistant-Driver: 1.0 FTE

**Staffing**  
Division Manager: 1.0 FTE  
Behavioral Health Program Supervisor or Supervising Mental Health Clinician: 3.0 FTE  
Licensed/Prelicensed Mental Health Clinician: 0 FTE  
Licensed/Prelicensed Mental Health Clinician or Senior Mental Health Case Worker: 14 FTE  
Psychiatric Nurse I/II or Registered Nurse I/II: 3.0 FTE  
Mental Health Caseworker I/II: 8.0 FTE  
Health Education Coordinator: 2.0 FTE  
Administrative Analyst I/II: 1.0 FTE  
Administrative Assistant :1.0 FTE  
Program Assistant I/II: 5.0 FTE  
Office Assistant I/II: 6.0 FTE

**Staffing**  
Division Manager: 1.0 FTE  
Accountant Auditor I/II: 1.0 FTE  
Account Clerk I/II or Account Tech I/II: 2.0 FTE  
Account Technician I/II: 0 FTE  
Program Assistant I/II: 1.0 FTE

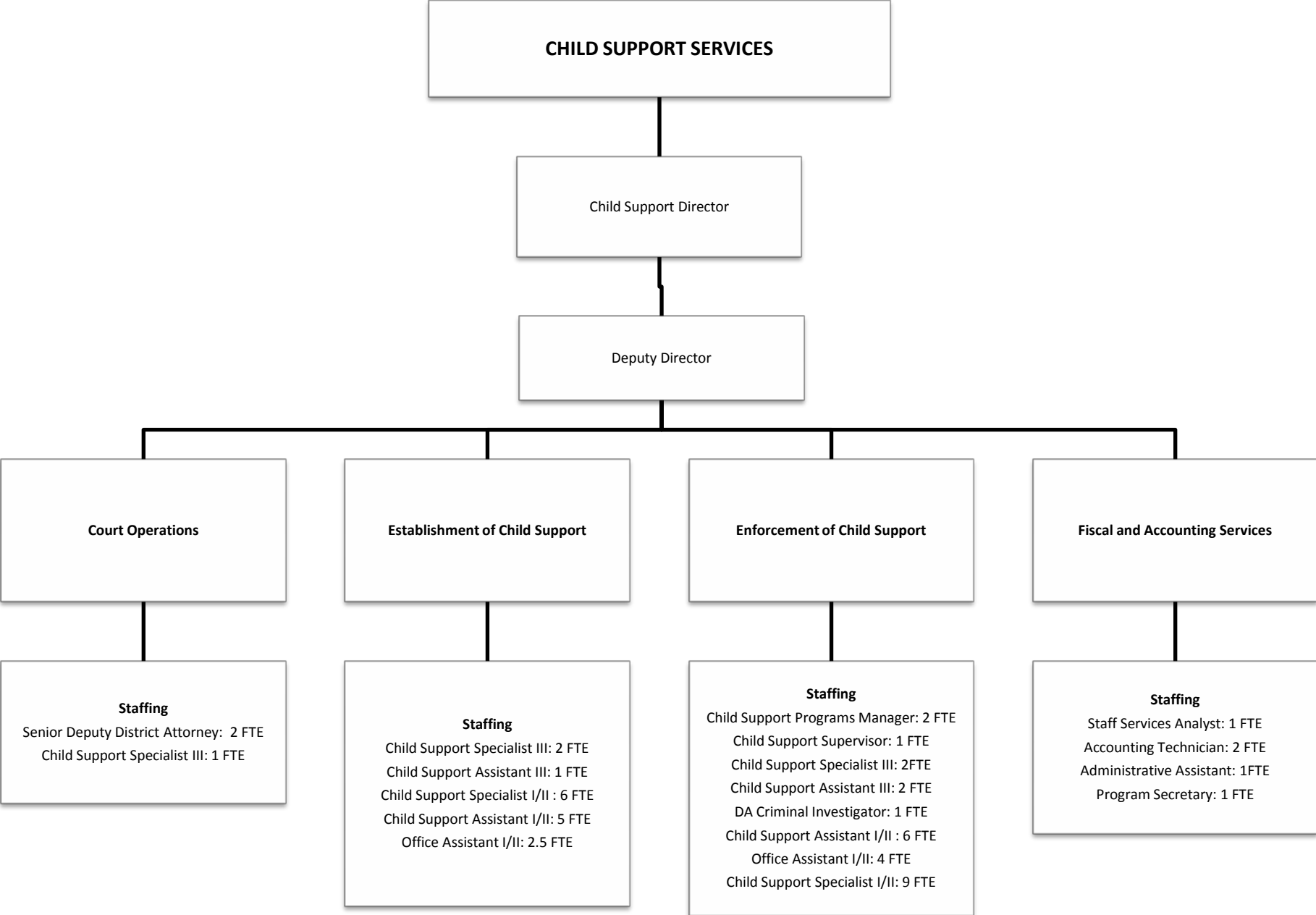
**Staffing**  
Staff Service Manager: I 2.0 FTE  
Administrative Analyst I/II: 5.0 FTE  
Personnel Tech I/II or Accounting Tech I/II: 1.0 FTE  
Administrative Assistant: 2.0 FTE  
Central Services Worker:2.0 FTE  
Vocational Assistant-Driver: 2.0 FTE  
Program Assistant I/II: 4.0 FTE  
Office Assistant I/II: 2.0 FTE

**Total FTE: 142**

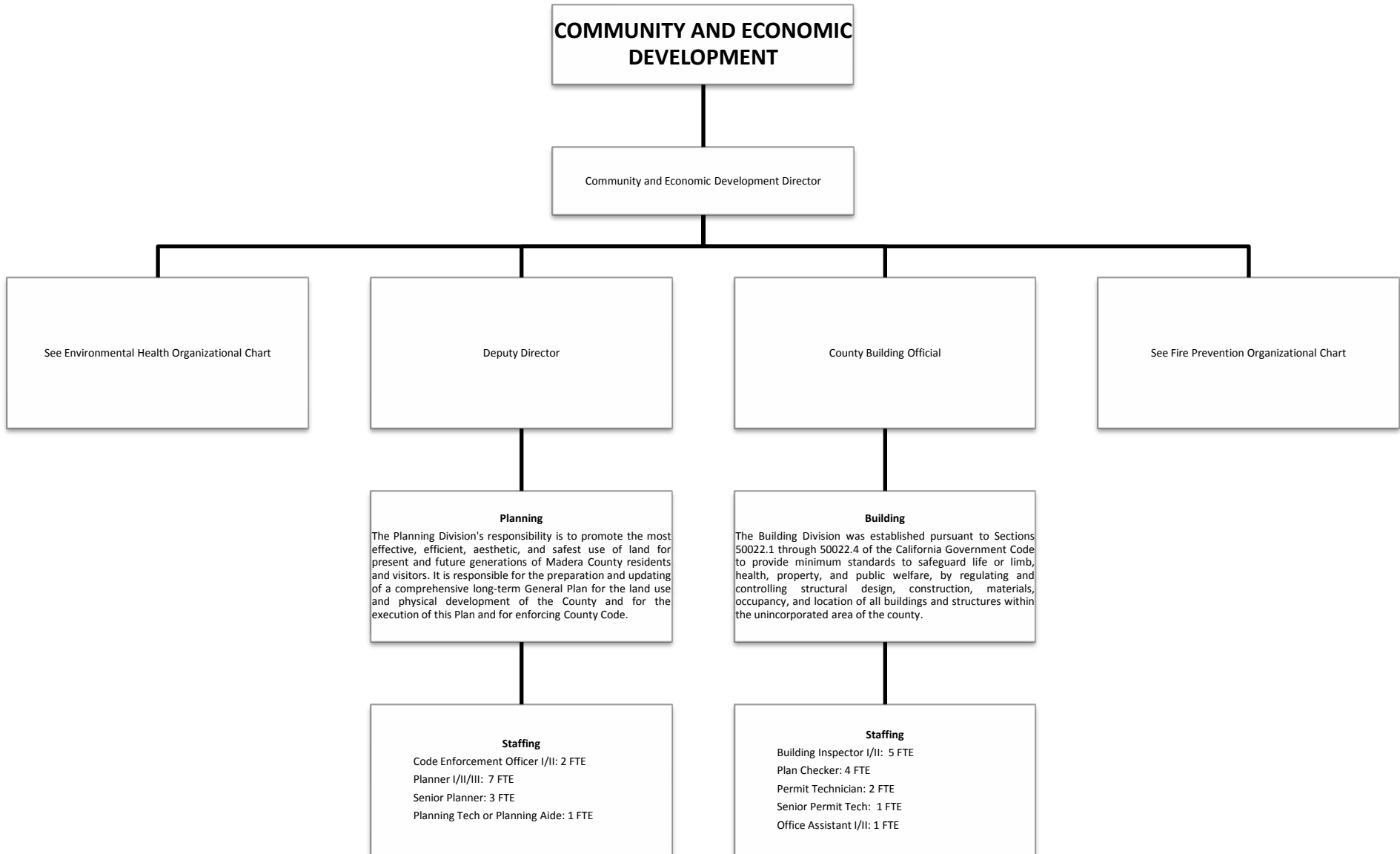


**Total FTE: 16**

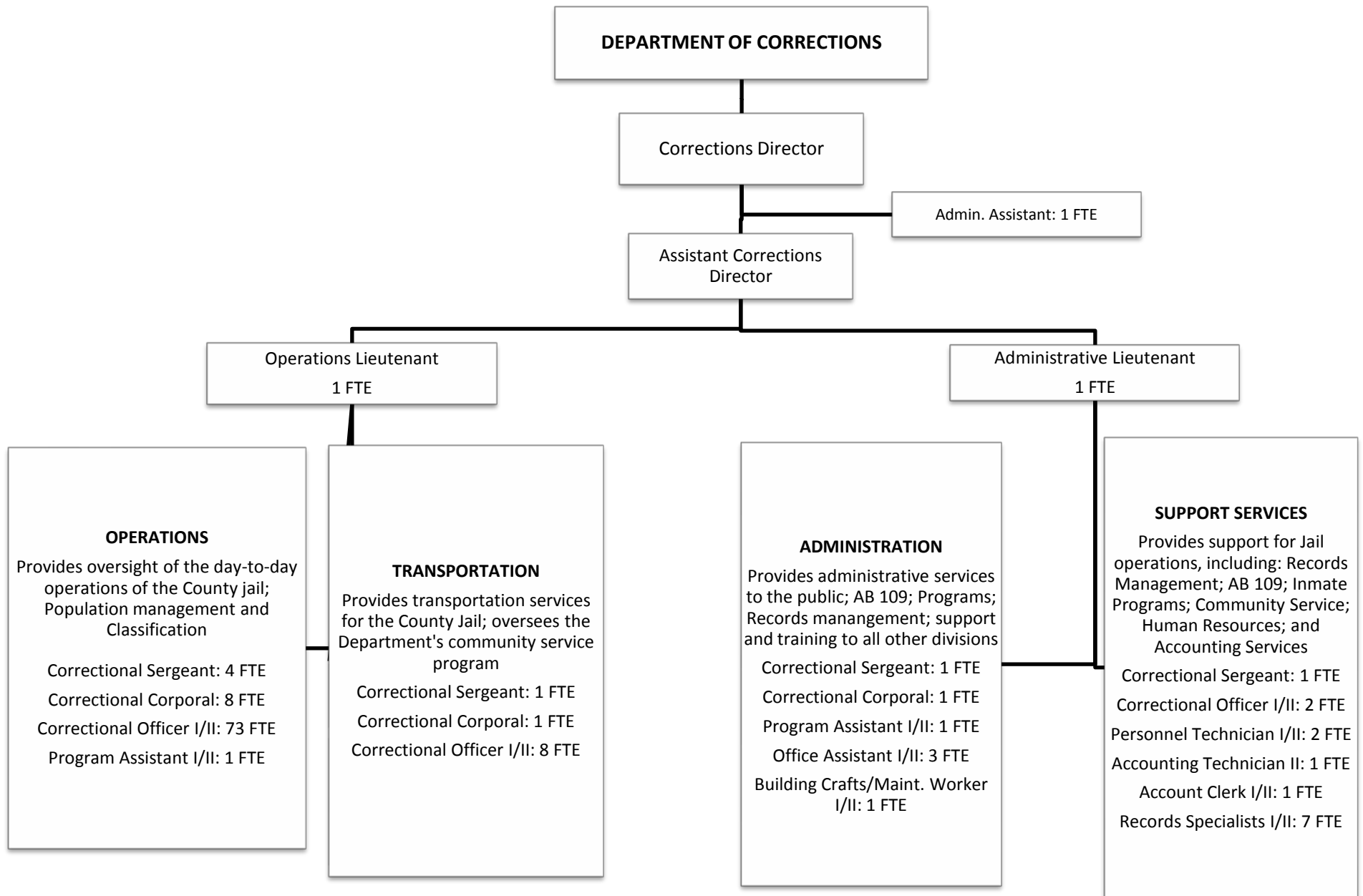




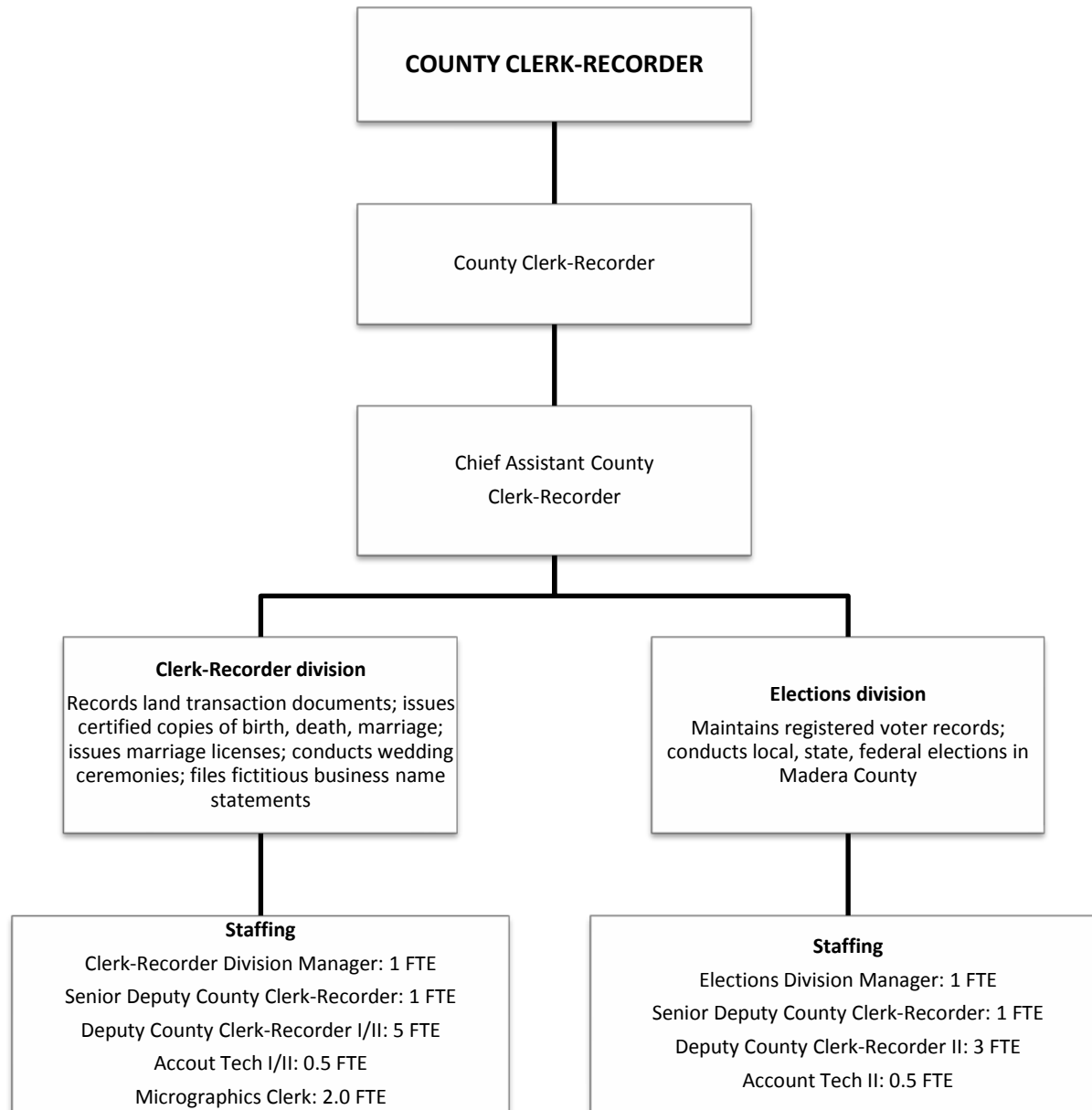
**Total FTE: 53.5**



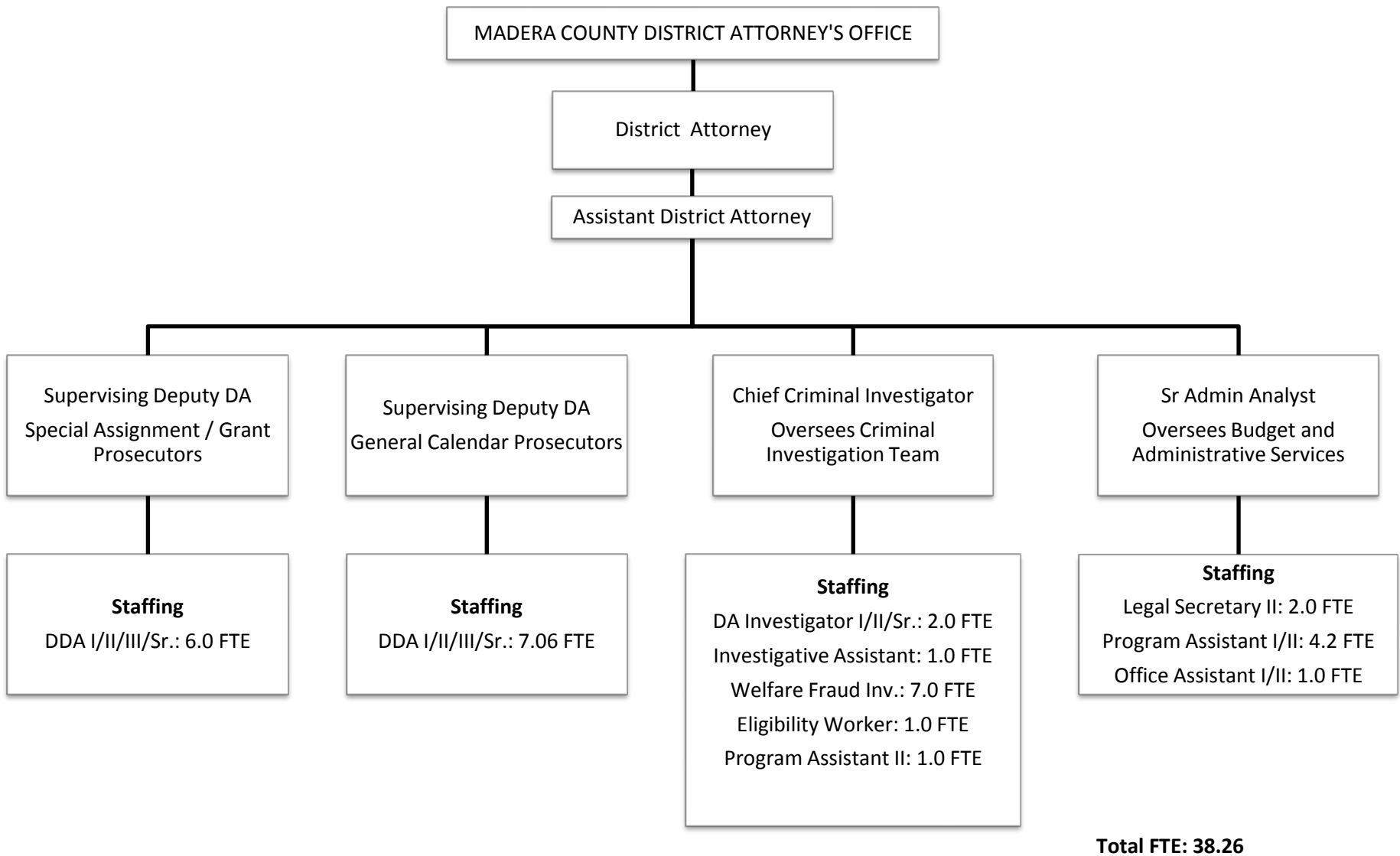
**Total FTE: 29**

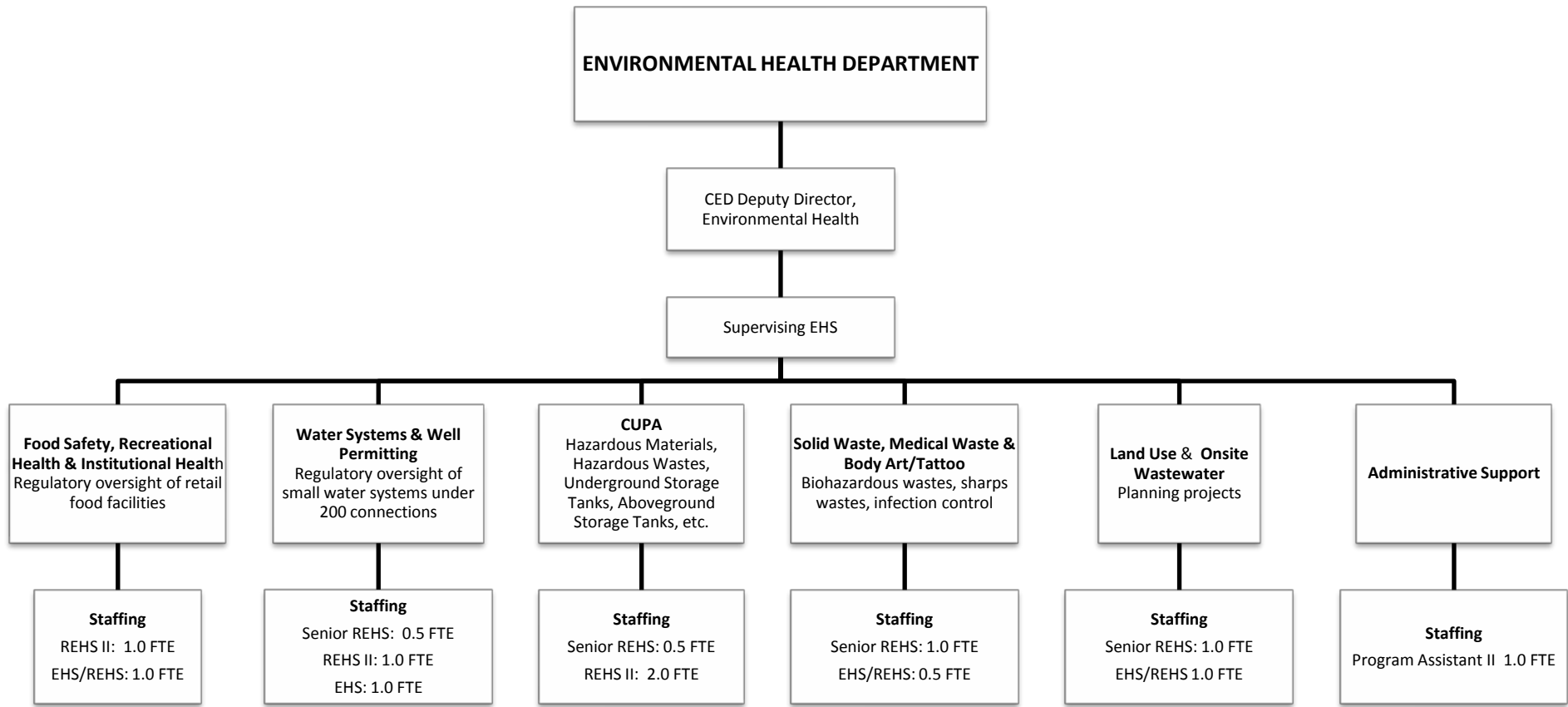


**Total FTE: 122**

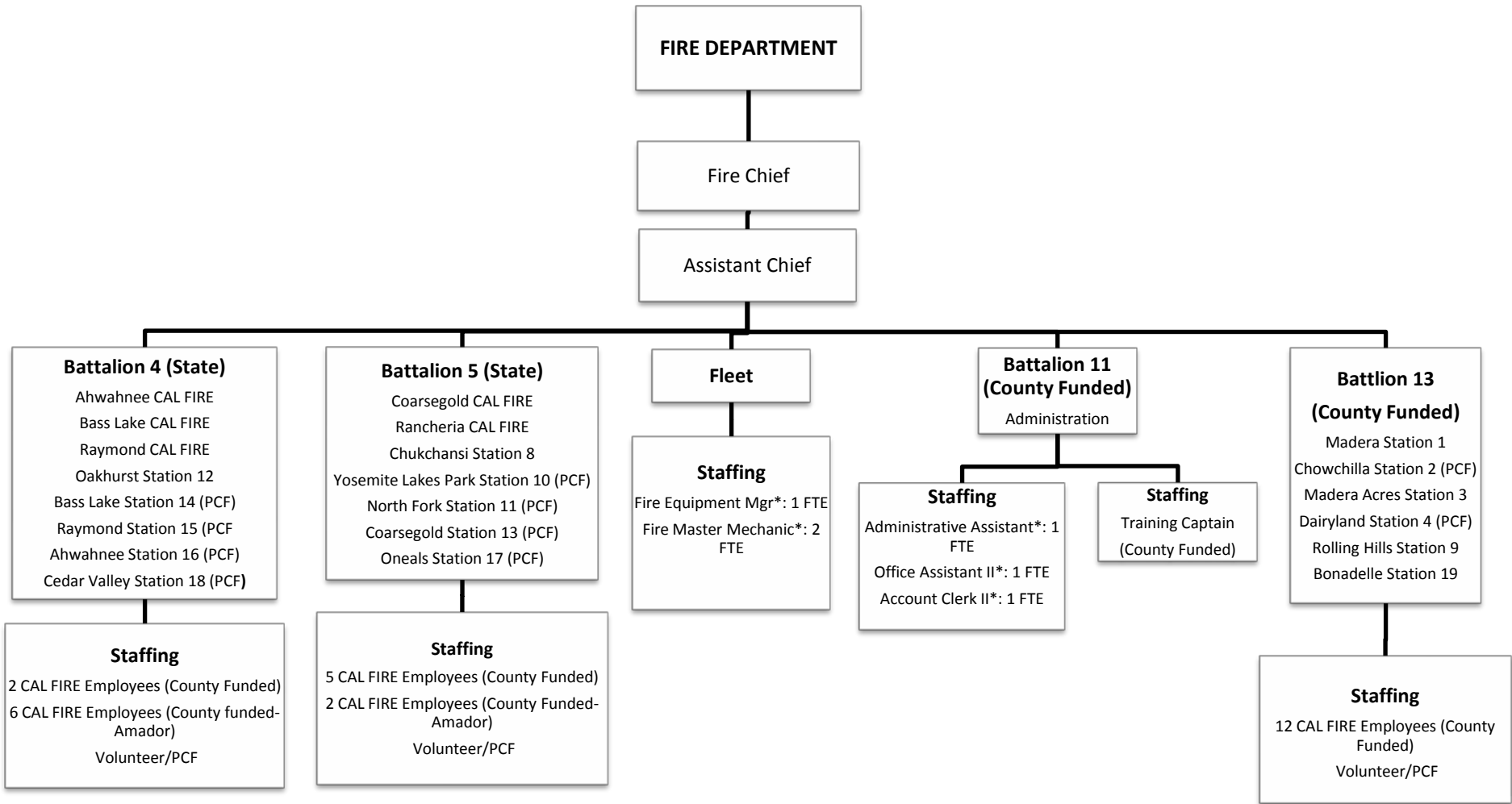


**Total FTE: 17**



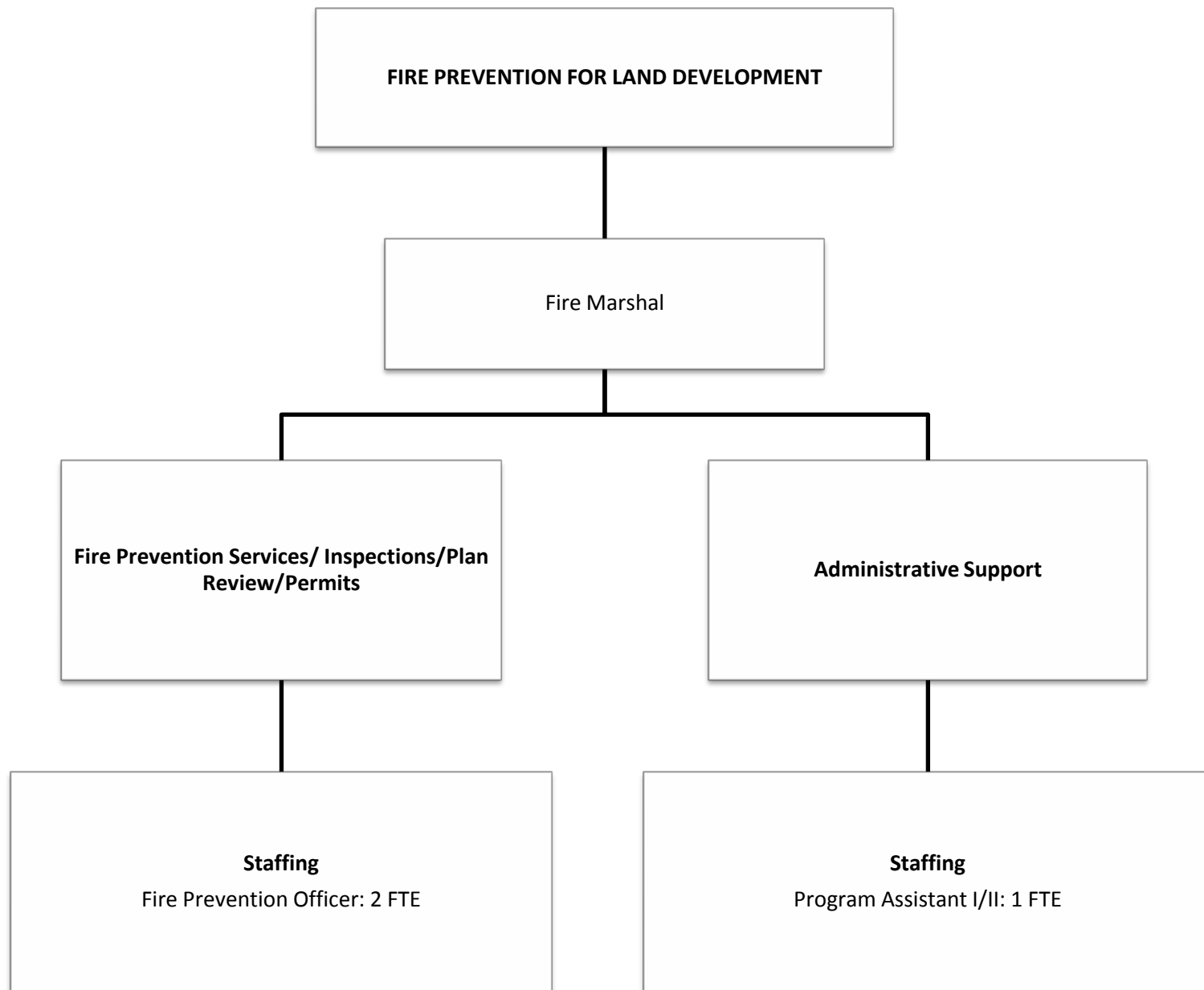


**Total FTE 13.5**



**Total FTE: 6\***

**\*Represents County Employees**



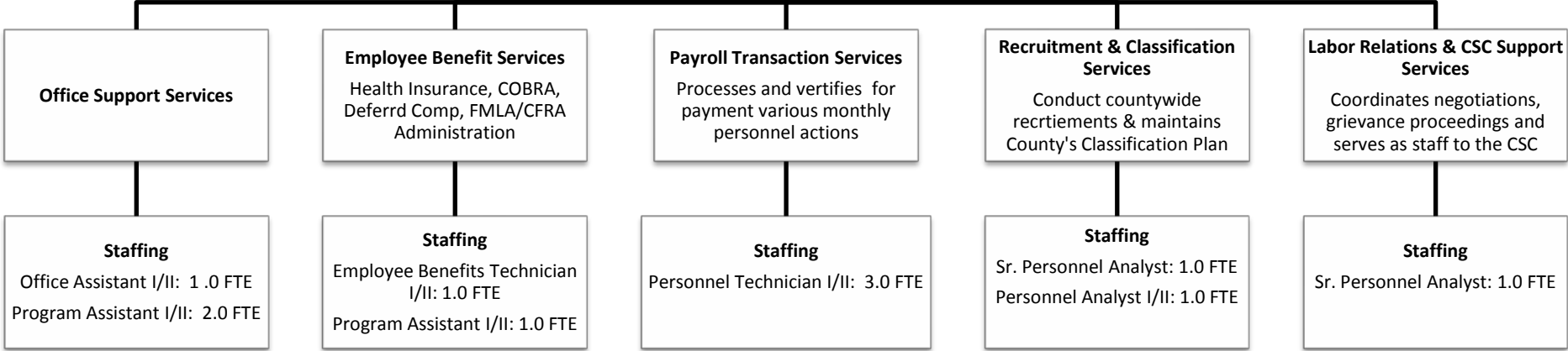
**Total FTE: 4**



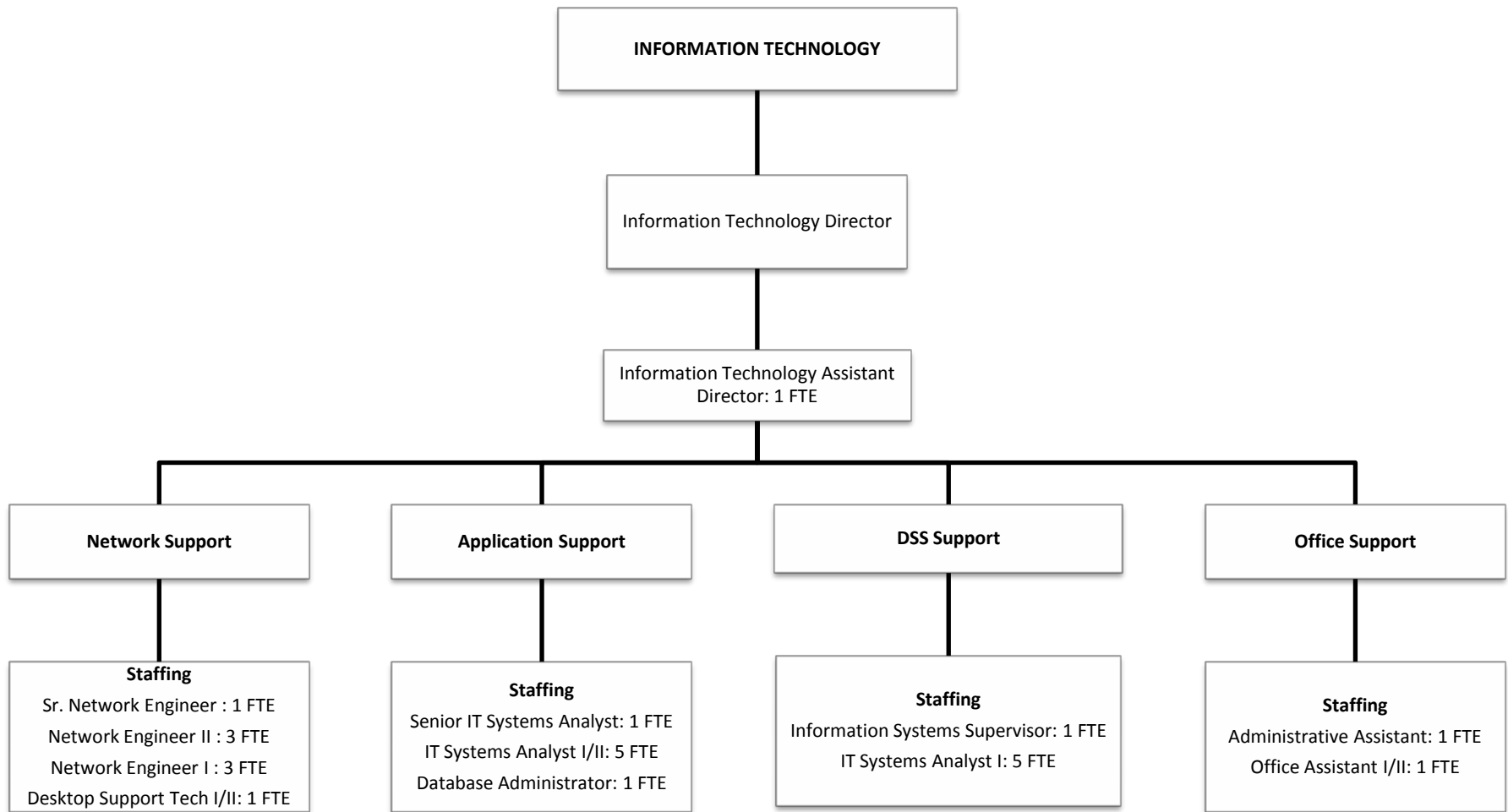
**HUMAN RESOURCES & OPERATIONS  
DIVISION**

Deputy County Administrative  
Officer - HR/Operations

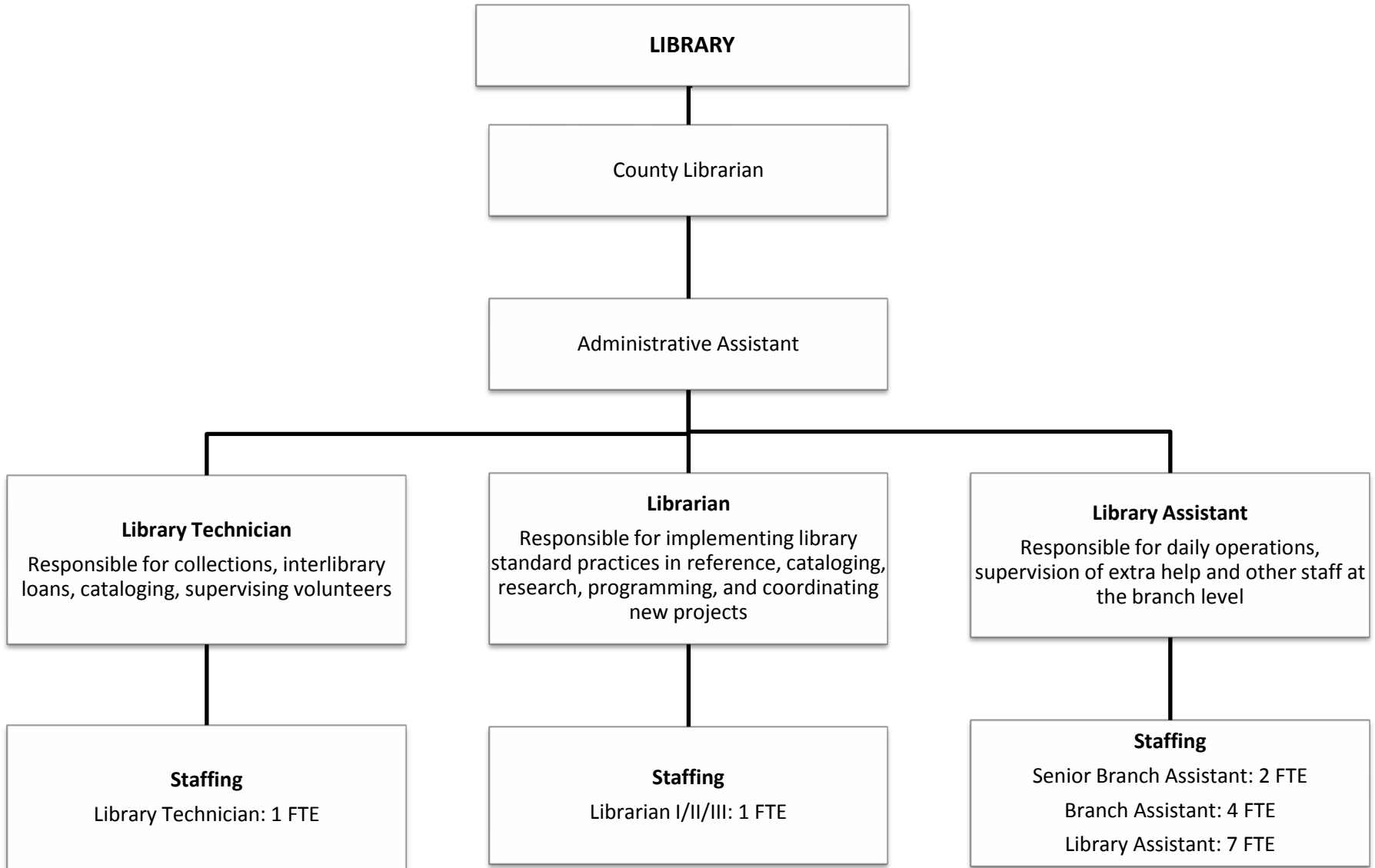
Assistant Director of Human  
Resources/Operations



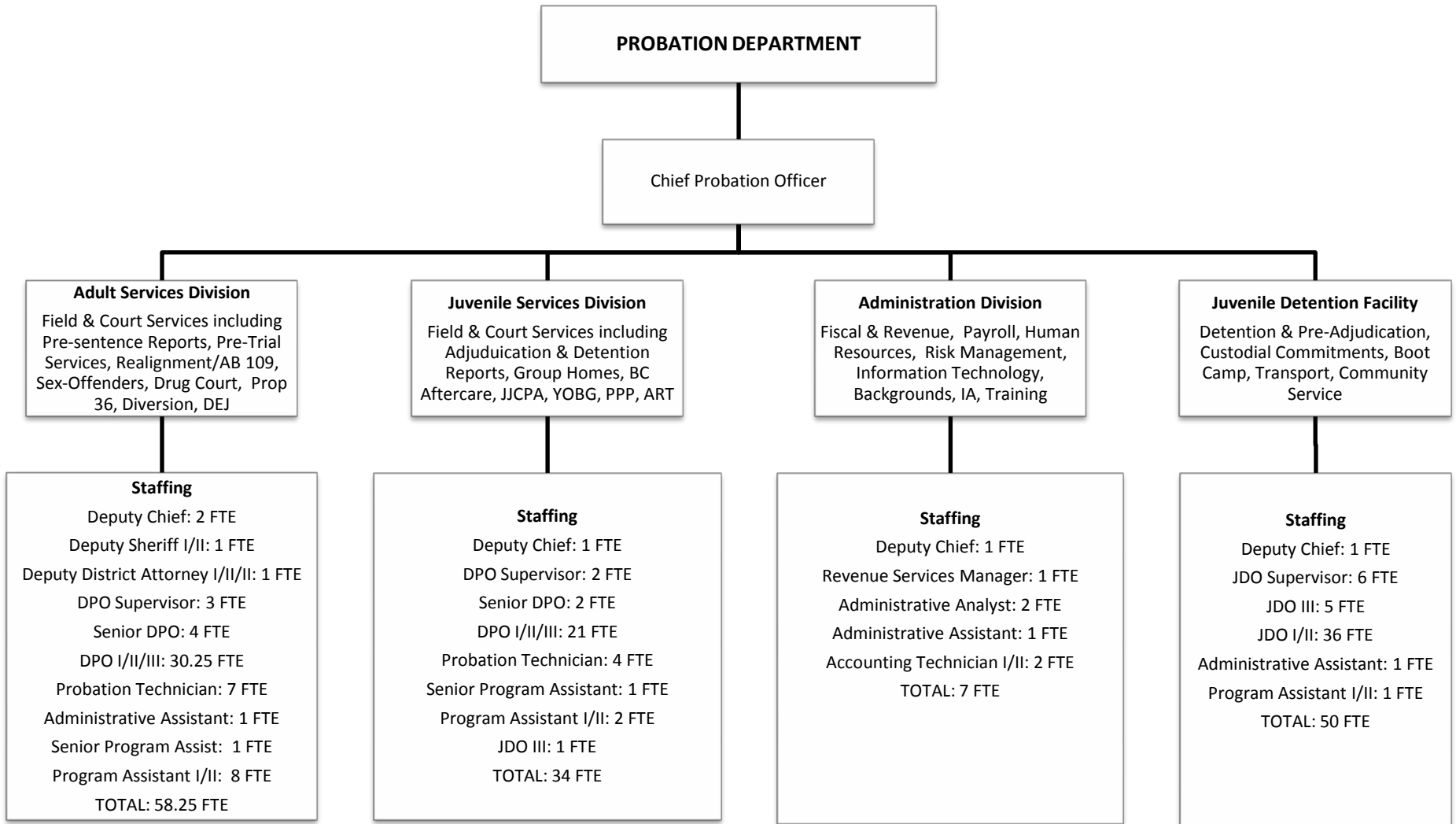
**Total FTE: 13**



**Total FTE: 25**



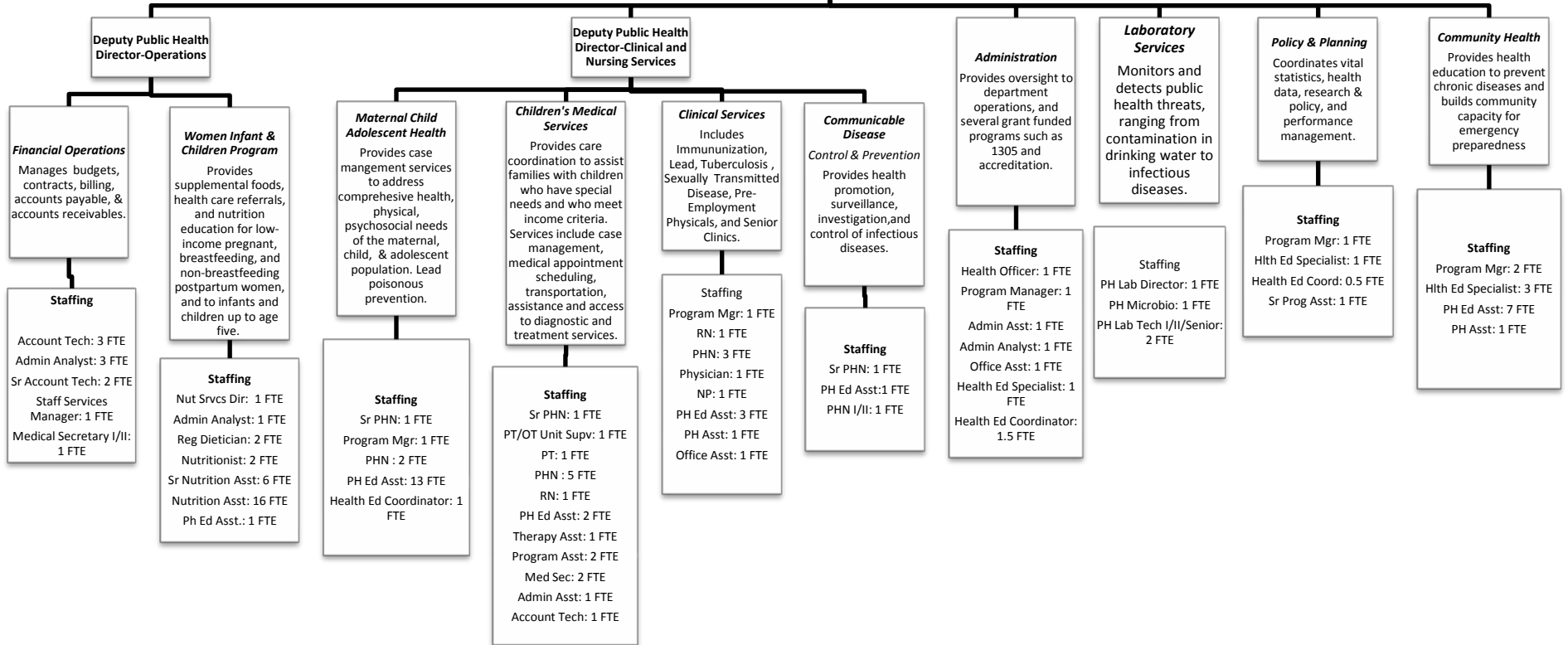
**Total FTE: 17**



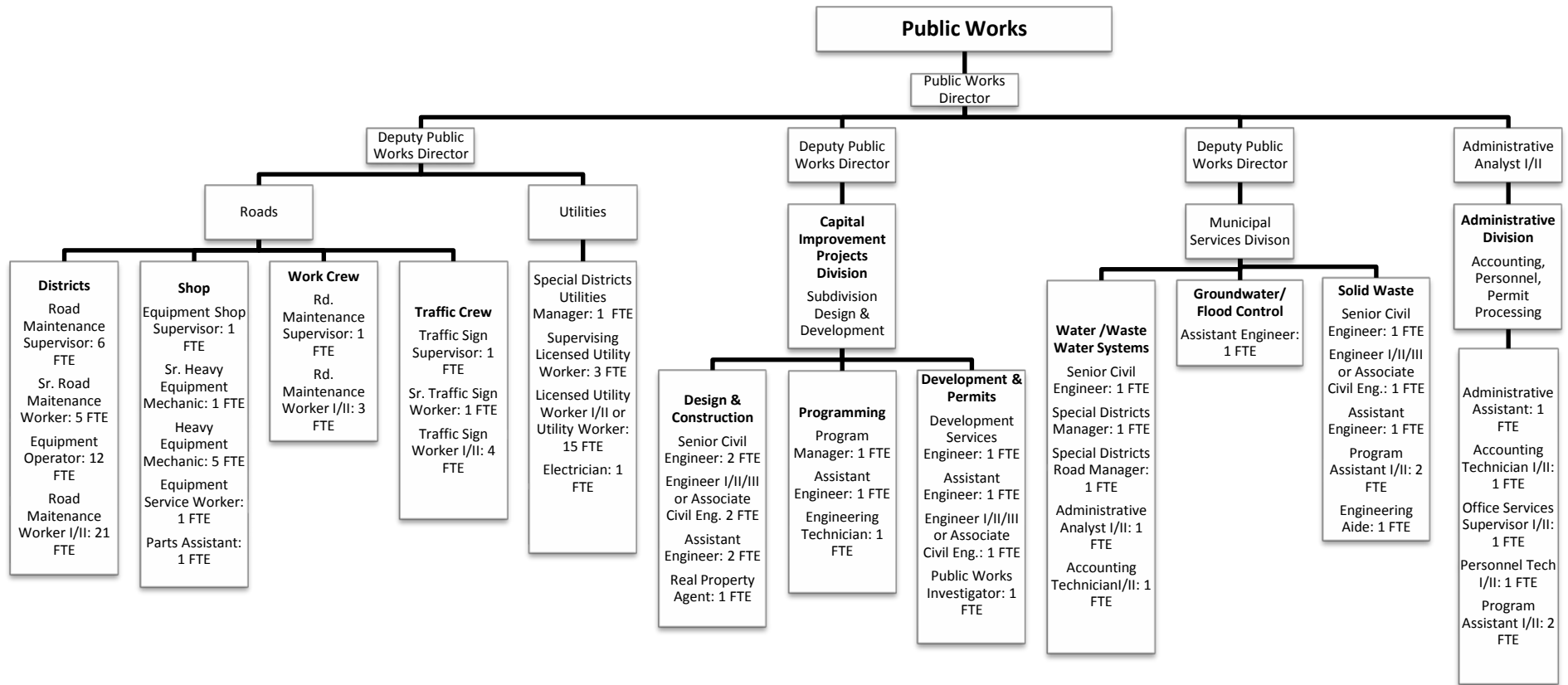
**Total FTE: 150.25**

# PUBLIC HEALTH DEPARTMENT

Public Health Director



**Total FTE: 120**



**Total FTE: 121**

**SHERIFF-CORONER**

Sheriff

Undersheriff

Administrative Assistant: 1 FTE

**Valley Patrol Division**

Provides direct law enforcement services; operates the Court Security Unit; operates the Civil Unit

**Staffing**

Lieutenant: 1 FTE  
Sergeants: 5 FTE  
Chief Civil Deputy: 1 FTE  
Deputy Sheriff: 33 FTE

**Mountain Patrol Division**

Provides direct law enforcement services; patrols Bass Lake; provides search/rescue; enforces off-highway vehicle laws

**Staffing**

Lieutenant: 1 FTE  
Sergeants: 6 FTE  
Senior Program Assistant: 1 FTE  
Program Assistant: 1 FTE  
Deputy Sheriff: 18 FTE  
ID Specialist: 1 FTE  
Property and Evidence Tech: 1 FTE

**Administrative Services Division**

Provides support services to all personnel including budgeting; purchasing; grants management; CCW; statutory registration and Law Enforcement Records Unit

**Staffing**

Sheriff Business Manager: 1 FTE  
Administrative Analyst II: 1 FTE  
Community Service Officer: 1 FTE  
Admini Analyst II/Account Tech II: 1 FTE  
Program Assistant: 6.75 FTE

**Investigations Division**

Investigates crimes; provides targeted enforcement of narcotic laws; targeted investigations of Ag Crimes; operates laboratory; secures evidence.

**Staffing**

Lieutenant: 1 FTE  
Sergeants: 1 FTE  
Deputy Sheriff : 7 FTE  
Deputy Probation Officer I/II/III: 1 FTE  
Deputy District Attorney I/II/III/Senior: 1 FTE  
Property and Evidence Tech: 1 FTE  
ID Specialist: 1 FTE  
Deputy Coroner: 1 FTE  
Program Assistant: 1 FTE

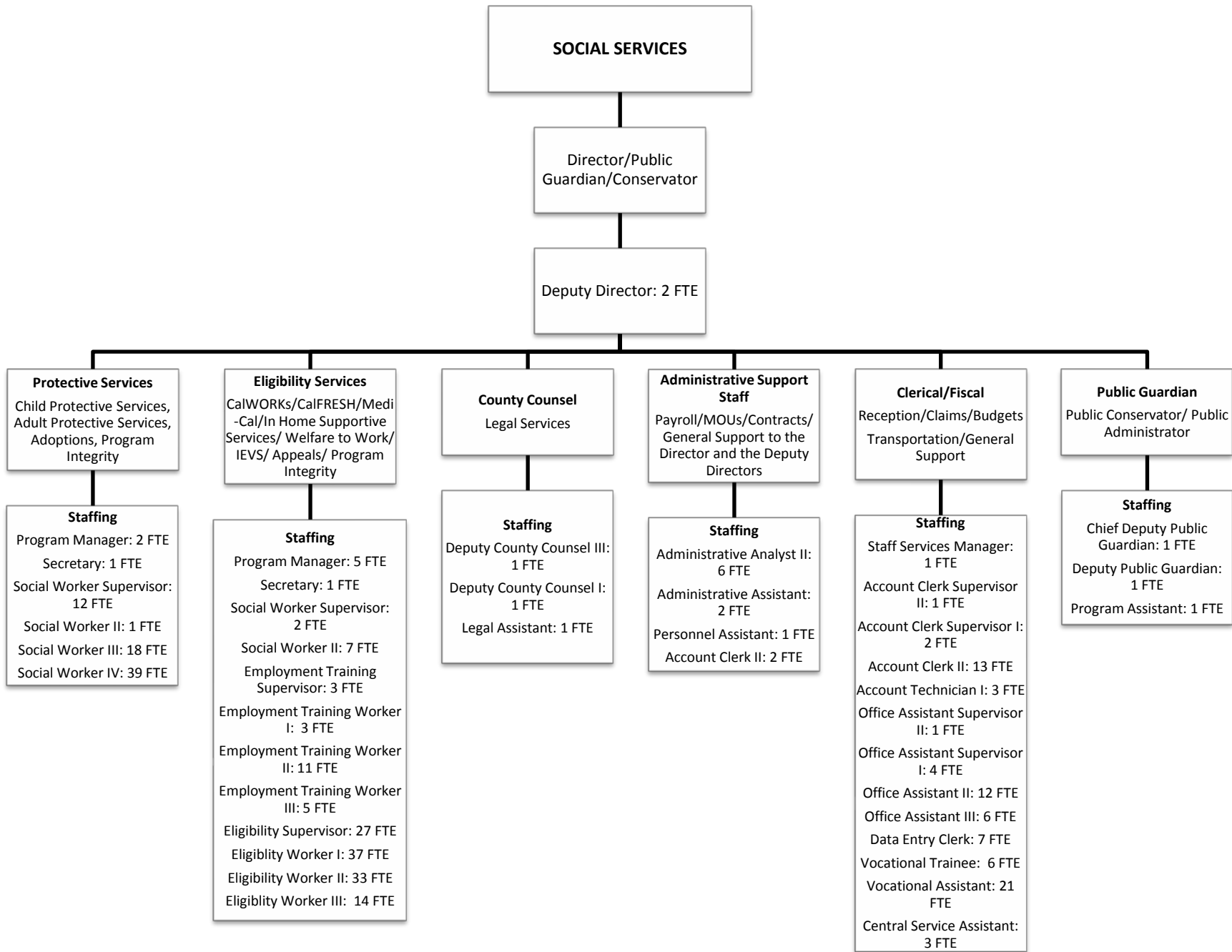
**Emergency Services Division**

Provides advanced planning and management support during crisis operations; schedules training; ; provides dispatch services to all divisions.

**Staffing**

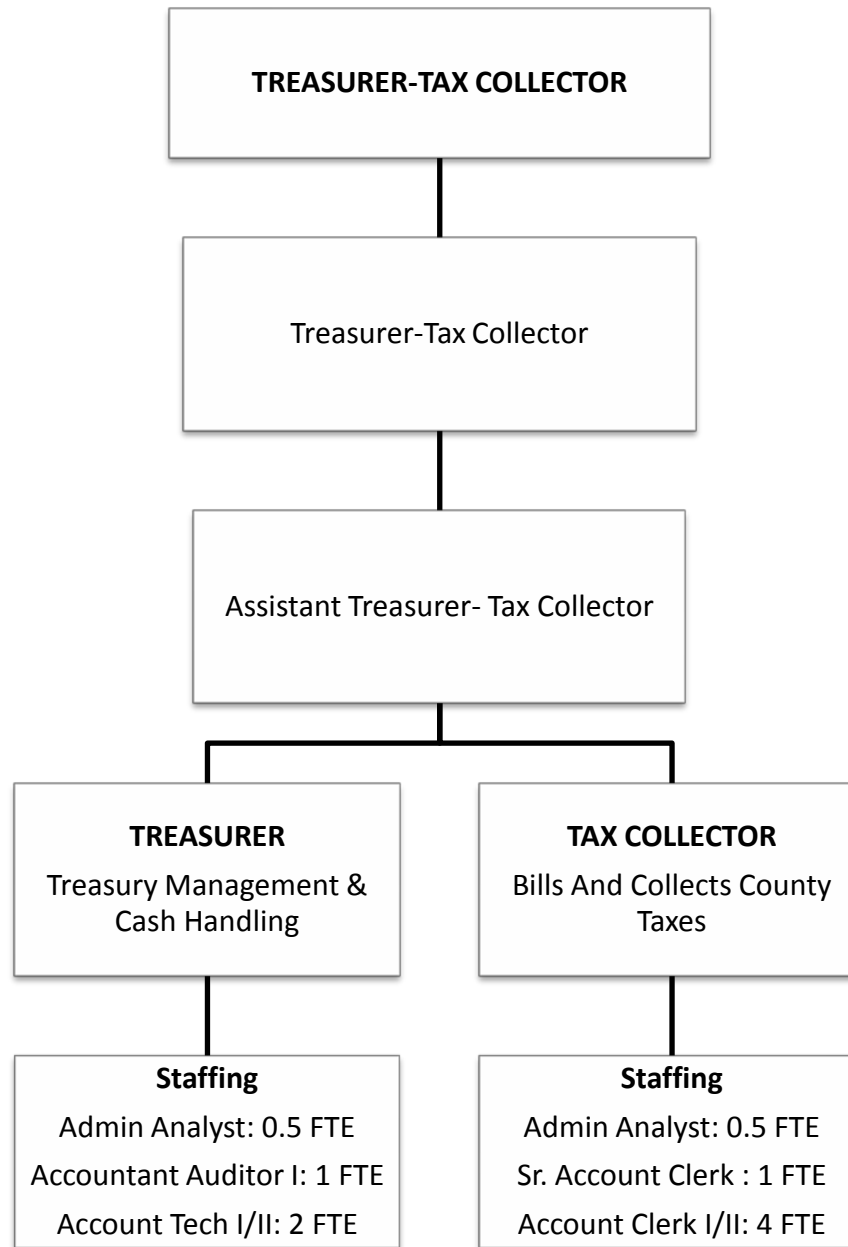
Lieutenant: 1 FTE  
Community Service Officer: 1 FTE  
Deputy Sheriff: 1 FTE  
Communication Dispatchers: 9 FTE  
Program Assistant: 1 FTE

**Total FTE: 110.75**

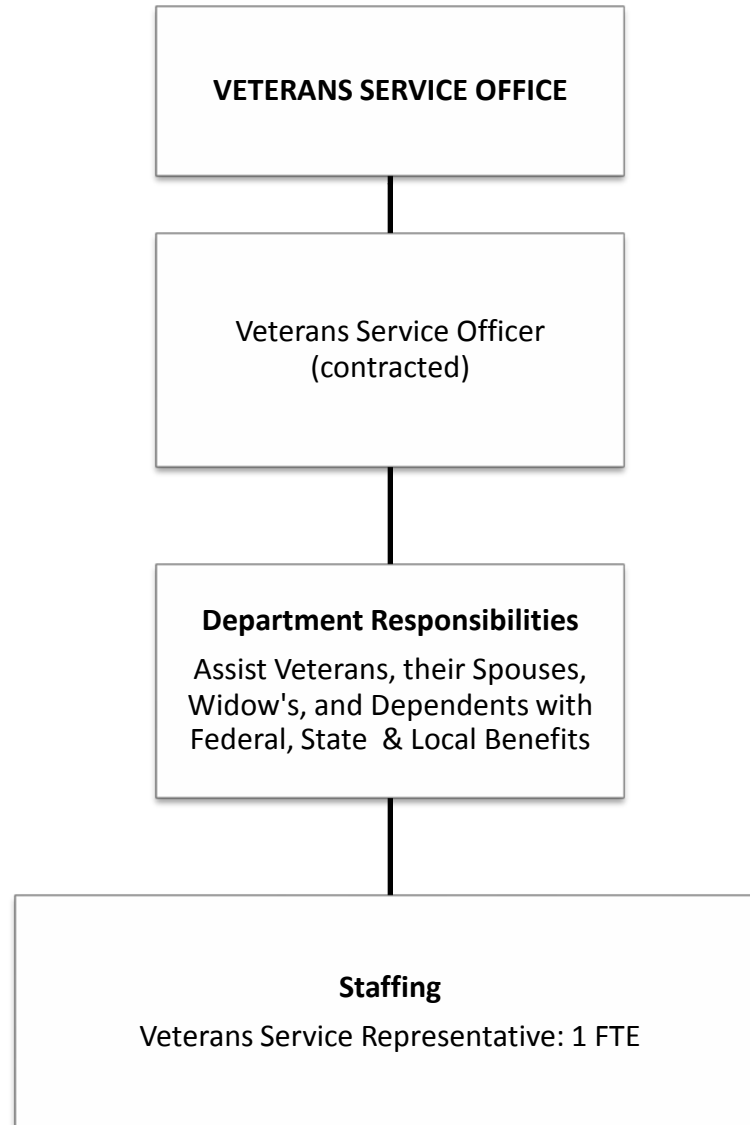


**Total FTE: 329**





**Total FTE: 11**



**Total FTE: 1**