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County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

January 24, 2006

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

To: Mayor, Michael D. Antonovich
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

From: *David E. Janssen*
David E. Janssen
Chief Administrative Officer

DEPARTMENT OF PUBLIC SOCIAL SERVICES MANAGEMENT APPOINTMENT

Consistent with August 4, 1998 Board-approved policy on managerial salaries, we have reviewed and recommend Board approval of the Department of Public Social Services' attached request for the appointment of Mr. Michael Sylvester to the position of Assistant Director of DPSS (UC) over the Bureau of Contract and Technical Services at an annual salary of \$127,027 which is below the control point of R15 of the Salary Structure. This requested salary reflects a 6.7 percent increase from his current salary of \$119,000 annually and is equivalent to the Department's highest paid Assistant Director (UC).

Mr. Sylvester is highly qualified with over 17 years of progressively responsible Information Technology experience in both the public and private sector, the last four years as the Department Chief Information Officer for the Riverside County Department of Public Social Services. In his current position, Mr. Sylvester is responsible for 110 employees, a \$20 million operating budget, and the direction and planning for the Riverside DPSS' technology projects and IT services. Mr. Sylvester received his BA degree in Business from Cal Lutheran and an MBA degree from Pepperdine University.

Based on this information, we recommend that the Department's request be approved. In accordance with the policy on managerial salaries, please advise this office if you would like this request placed on the upcoming agenda for Board action. Unless otherwise instructed, we will authorize the Department of Public Social Services to proceed with this appointment effective February 16, 2006.

Each Supervisor
January 24, 2006
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Please let me know if you have any questions or your staff may contact Brian Mahan of this office at (213) 974-1318.

DEJ:SRH:DL
GP:BAM:lbm

Attachment

c: Executive Officer, Board of Supervisors
County Counsel
Public Social Services

DPSS Mgt Appt-Asst Director.bm

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

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BRYCE YOKOMIZO
Director

LISA NUÑEZ
Chief Deputy



Board of Supervisors
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January 18, 2006

TO: David E. Janssen, Chief Administrative Officer
Chief Administrative Office

FROM: Bryce Yokomizo, Director
Department of Public Social Services

SUBJECT: REQUEST APPROVAL TO HIRE ASSISTANT DIRECTOR OF PUBLIC SOCIAL SERVICES AT SALARY OVER \$113,000

In accordance with Board policy 9.180 on managerial salaries, this is to request approval to hire Michael Sylvester to the position of Assistant Director of the Bureau of Contract and Technical Services in the Department of Public Social Services at an annual salary of \$127,027. This is an R-15 level position and the recommended annual salary is below the control point. Pursuant to the policy, Board approval is required for appointments over \$113,000.

The appointment of the Assistant Director is vital to the Department in its mission and vision for the future. This particular Assistant Director position is responsible for the direction of the day-to-day operations of the Department's contract division and the information technology (IT) related divisions. These divisions include the management of the LEADER system, one of the largest and most complex welfare computer systems in the nation.

Mr. Sylvester was the finalist candidate after an extensive recruitment effort. The Department of Human Resources conducted the recruitment effort. Mr. Sylvester is currently an Information Technology Officer III for the Riverside County Department of Social Services. He is responsible for an approximately \$20 million budget and the direction and planning for the Riverside DPSS' technology projects and IT services. Mr. Sylvester brings over seventeen years of progressively responsible IT experience in both the public and private sector. He received his BA degree in Business from Cal Lutheran and an MBA degree from Pepperdine.

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Mr. Sylvester's current salary is \$ 119,000. The Department's salary placement of \$127,027.20 represents a 6.7% increase above his current salary. This salary is equal to that of DPSS' highest paid Assistant Director. The salary range for our existing Assistant Directors is as follows:

Assistant Director	Appointment Dated	Current Annual Salary
Jacob Aguilar	01/08/01	\$ 127,027
Ann Jankowski	12/11/00	\$ 126,823
Phil Ansell	11/10/03	\$ 123,223
Henry Felder	11/10/03	\$ 119,625

Mr. Sylvester will be managing highly technical functions and staff, and the level of responsibility is extremely high. Likewise, the recruitment of highly qualified IT managers require competitive compensation. Based on the assignment he will be undertaking in DPSS, his education and extensive experience in the IT field and the need to remain competitive with the private IT sector, we believe the requested salary placement for Mr. Sylvester is appropriate.

I believe that Mr. Sylvester's leadership and managerial skills will be a tremendous asset to DPSS and the County. Attached is his resume. If you should have any questions or need additional information, please call me at (562) 908-8383.

BY:le

Attachment

c: Michael J. Henry