



TRIUNFO SANITATION DISTRICT

A PUBLIC AGENCY

November 21, 2011

Board of Directors
Triunfo Sanitation District
Ventura County, California

CONTRACT STAFFING LEVELS

Summary

The Ventura Regional Sanitation District (VRSD) serves as "staff" to the Triunfo Sanitation District (Triunfo) for operations, maintenance, finance, administration and customer service functions. VRSD has performed these services under contract with Triunfo since 1977. Recent reductions to VRSD's headcount prompted dialogue related to VRSD's depth (availability of employees to perform work) and the technical capacity of available staff.

Background

Contract agencies benefit from the VRSD relationship by being able to use staff "as needed". This reduces costs to contract customers by allowing for "fractional utilization" of VRSD staff. The downside to this arrangement is that if there is not sufficient demand for services, VRSD as an organization, must carry the cost of underutilized labor.

The VRSD implemented a reduction in force (beginning FY12) and an early retirement incentive program (beginning FY11) that were designed to keep VRSD as competitive as possible – from a billable rate perspective - while maintaining, as much as practicable, the full line of services for its customers.

This discussion is an iterative process and is vital to VRSD to understand customer needs – both routine and cyclical. Recent discussions with the Triunfo Board have identified the following options for addressing both the depth and technical capacity issues identified by your board:

- "Cross-Training" of existing staff
- Extra help employee(s)
- Limited term employee(s)
- Temporary service (or contract agency) staffing
- "Stand-by" Consultant Contracts

Item 7-1


Fiscal Impact

There is no fiscal impact at this time.

Recommendation

Receive a brief verbal report on staffing matters and direct staff as appropriate.

APPROVED FOR THE NOVEMBER 28, 2011 AGENDA



Doug Anders – District Manager