November 22, 2021

2021-2022 San Joaquin County Organizational Chart

On June 23, 2021, the San Joaquin County Board of Supervisors adopted the 2021-2022 County budget and approved a total of 7,679 full-time equivalent (FTE) positions for the delivery of essential County services. The 7,679 FTE positions are comprised of 6,868 allocated positions and 811 FTE temporary/extra-help positions.

The 2021-2022 San Joaquin County Organizational Chart serves as a reference document for Board Members, the public, and County departments. This book:

- Identifies the various and diverse components of the County’s organizational structure and relates the role of each organization and its sub-units as depicted by the department for 2021-2022.

- Details the total number and organizational deployment of 6,868 allocated positions approved by the Board of Supervisors for 2021-2022; temporary/extra-help positions are not included. Position changes subsequent to the adoption of the Final Budget are not reflected in this book.

This book is published to foster greater understanding of San Joaquin County government through a detailed presentation of its organizational structure.

Very truly yours,

Jerome C. Wilverding
County Administrator
County of San Joaquin
Functional Organization Chart

Voters

Board of Supervisors

County Administrator

General Government & Capital Maintenance
Law & Justice
Roads & Facilities
Health Services
Human Services
Environmental Protection
Education & Recreation

Assessor-Recorder-County Clerk
Auditor-Controller
Treasurer-Tax Collector
County Counsel
General Services
Human Resources
Information Systems
Purchasing & Support Services
Registrar of Voters

District Attorney
Sheriff-Coroner-Public Administrator
Child Support Services
Probation
Public Defender

Stockton Metropolitan Airport

Environmental Health
Employment & Economic Development
Agricultural Commissioner Weights & Measures
Cooperative Extension

Public Works
Health Care Services
Community Development

San Joaquin General Hospital

County Support to PPH-FQHC (Clinics)

Elected Officials
Department Heads Appointed by Board of Supervisors
Department Heads Appointed by County Administrator
Department Heads Appointed by Non-County governmental Entity
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agricultural Commissioner</td>
<td>1.1</td>
</tr>
<tr>
<td>Weights &amp; Measures</td>
<td></td>
</tr>
<tr>
<td>Assessor-Recorder-County Clerk</td>
<td>2.1</td>
</tr>
<tr>
<td>Auditor-Controller</td>
<td>3.1</td>
</tr>
<tr>
<td>Board of Supervisors/Clerk of the Board</td>
<td>4.1</td>
</tr>
<tr>
<td>Child Support Services</td>
<td>5.1</td>
</tr>
<tr>
<td>Community Development</td>
<td>6.1</td>
</tr>
<tr>
<td>Cooperative Extension</td>
<td>7.1</td>
</tr>
<tr>
<td>County Administrator</td>
<td>8.1</td>
</tr>
<tr>
<td>General Services</td>
<td></td>
</tr>
<tr>
<td>Emergency Services</td>
<td></td>
</tr>
<tr>
<td>Parks &amp; Recreation</td>
<td></td>
</tr>
<tr>
<td>Human Resources</td>
<td></td>
</tr>
<tr>
<td>Information Systems</td>
<td></td>
</tr>
<tr>
<td>Purchasing &amp; Support Services</td>
<td></td>
</tr>
<tr>
<td>Registrar of Voters</td>
<td></td>
</tr>
<tr>
<td>County Counsel</td>
<td>9.1</td>
</tr>
<tr>
<td>District Attorney</td>
<td>10.1</td>
</tr>
<tr>
<td>Employment &amp; Economic Development</td>
<td>11.1</td>
</tr>
<tr>
<td>Environmental Health</td>
<td>12.1</td>
</tr>
<tr>
<td>Health Care Services Agency</td>
<td>13.1</td>
</tr>
<tr>
<td>Health Care Services Administration</td>
<td></td>
</tr>
<tr>
<td>Emergency Medical Services</td>
<td></td>
</tr>
<tr>
<td>Behavioral Health Services</td>
<td></td>
</tr>
<tr>
<td>Mental Health Services</td>
<td></td>
</tr>
<tr>
<td>Mental Health Pharmacy</td>
<td></td>
</tr>
<tr>
<td>Public Guardian/Conservator</td>
<td></td>
</tr>
<tr>
<td>Substance Abuse Services</td>
<td></td>
</tr>
<tr>
<td>Correctional Health Services</td>
<td></td>
</tr>
<tr>
<td>Public Health Services</td>
<td></td>
</tr>
<tr>
<td>Veterans Services</td>
<td></td>
</tr>
<tr>
<td>Medical Examiner</td>
<td></td>
</tr>
<tr>
<td>Neighborhood Preservation</td>
<td></td>
</tr>
<tr>
<td>Human Services Agency</td>
<td>14.1</td>
</tr>
<tr>
<td>Adult &amp; Community Services</td>
<td></td>
</tr>
<tr>
<td>Mary Graham Children’s Shelter</td>
<td></td>
</tr>
<tr>
<td>Probation Department</td>
<td>15.1</td>
</tr>
<tr>
<td>Public Defender</td>
<td>16.1</td>
</tr>
<tr>
<td>Public Works</td>
<td>17.1</td>
</tr>
<tr>
<td>San Joaquin General Hospital</td>
<td>18.1</td>
</tr>
<tr>
<td>SJC Clinics (Support to PPH-FQHC)</td>
<td>19.1</td>
</tr>
<tr>
<td>Sheriff-Public Administrator</td>
<td>20.1</td>
</tr>
<tr>
<td>Stockton Metropolitan Airport</td>
<td>21.1</td>
</tr>
<tr>
<td>Treasurer-Tax Collector</td>
<td>22.1</td>
</tr>
<tr>
<td>Revenue &amp; Recovery</td>
<td></td>
</tr>
</tbody>
</table>

County of San Joaquin 2021-2022 Organizational Chart
### County of San Joaquin 2021-2022 Organizational Chart

**Agricultural Commissioner's Office**
- Enforces Federal/State/County laws & regulations - Agriculture and Weights & Measures
  - 1.0 Agricultural Commissioner/Sealer of Weights & Measures
  - 1.0 Assistant Agricultural Commissioner

**Agricultural Division**
- 1.0 Administrative Secretary
- 3.0 Sr. Office Asst./Office Asst.
- 1.0 Accounting Technician II
- 1.0 Accounting Technician I

**Weights & Measures Division**
- Commercial weighing devices
- Commercial measuring devices
- Service agency
- Petroleum products
- Weighmaster enforcement
- Fleet management
- Quantity control
  - 1.0 Deputy Sealer of Weights & Measures
  - 4.0 Agricultural Biologist/Standards Inspectors Sr/III/II/I

**Budget**

<table>
<thead>
<tr>
<th>Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2024700000</td>
<td>43</td>
</tr>
</tbody>
</table>
2021-2022 ORGANIZATIONAL CHART

ASSESSOR-RECORDER-COUNTY CLERK
Discovers, locates, identifies, values & enrolls all non‐utility properties subject to ad valorem tax
Administers all property tax exemptions
Records official records; maintains birth, marriage & death records; property maps; & issues marriage licenses
Records fictitious business names & processes notary bonds
Registers process servers & professional photocopiers
Processes unlawful detainer & legal document assistants

1.0 Assessor‐Recorder‐County Clerk (Elected)

Administration (Page 2.2)
Real Property Division (Page 2.2)
Commercial/Business Division (Page 2.3)
Standards Division (Page 2.4)
Recorder‐County Clerk Division (Page 2.5)
Administration

- Provides administrative support
- Provides project management
- Provides staff services; processes and maintains personnel records
- Processes payroll/attendance
- Develops & manages budget
- Administers health/safety programs
- Acquisition of supplies and services
- Acquisition of supplies and services

1.0 Management Analyst III
1.0 Administrative Assistant I
1.0 Office Secretary
1.0 Sr. Office Asst./Office Asst.

Real Property Division

- Values residential, commercial, industrial & agricultural properties
- Values possessory interests
- Values oil & gas properties
- Values mineral resources & reserves
- Prepares property tax roll corrections
- Maintains real property files

1.0 Principal Appraiser

Residential Unit

- Values 1-4 family residential property, apartments, & mobile homes

1.0 Appraiser IV
10.0 Appraiser III/II/I
1.0 Property Technician Supervisor
6.0 Property Technician

Rural Unit

- Values agricultural property
- Values land conservation contracts, farmland & security zone contracts

1.0 Appraiser IV
6.0 Appraiser III/II/I
1.0 Property Technician

Real Property

- Prepares real property tax rolls
- Maintains real property files

1.0 Office Supervisor
2.0 Sr. Office Asst./Office Asst.
Commercial/Business Division

- Values commercial, industrial & special properties
- Values taxable personal property
- Audits & values business property
- Audits property declarations
- Values boats & aircraft

1.0 Principal Appraiser

Commercial/Industrial/ Special Properties Unit

- Values commercial & industrial properties
- Values possessory interests, mineral rights, & gas reserves

1.0 Appraiser IV
6.0 Appraiser III/II/I
1.0 Property Technician

Business/Personal Property Unit

- Values taxable personal property
- Audits & values business property
- Audits property declarations
- Values boats & aircraft

1.0 Auditor-Appraiser IV
8.0 Auditor-Appraiser III/II/I
1.0 Property Technician Supervisor

Personal Property

- Prepares personal property rolls
- Maintains personal property files

1.0 Office Supervisor
6.0 Sr. Office Asst./Office Asst.
Standards Division

- Develops & maintains office manuals & procedures
- Monitors assessment litigation & legislation
- Provides for administration of property tax regulations, rules, & reports
- Performs internal audits
- Processes & maintains mapping & change of ownership records
- Processes exemption claims
- Processes appeals administration
- Reviews complex changes in ownership & legal entities
- Audits property declarations
- Provides public information

1.0 Principal Appraiser

1.0 Appraiser IV

Exemptions
- Processes exemptions claims

3.0 Office Assistant Specialist

Transfers
- Processes & maintains real property/ownership records & change of ownership
- Maintains sites address, COS & penalty

1.0 Transfer Technician Supervisor

6.0 Transfer Technician III/II/I
**Recorder-County Clerk Division**

- Records & maintains official records, maps for real property, birth, marriage & death records
- Records fictitious name statements
- Issues marriage licenses
- Processes notary bonds & notices of determination
- Registers process servers & professional photocopiings
- Processes unlawful detainer & legal documents assistants

1.0 Recorder-County Clerk Operations Manager

1.0 Recorder-County Clerk Operations Supervisor

**Recorder Documents/Copies/Searches**

1.0 Sr. Recordable Docs Examiner

**Copies/Searches**

- Assists public at counter
- Searches & copies records

2.0 Sr. Office Asst./Office Asst.

**Documents**

- Records official records

4.0 Recordable Documents Examiner

**Data/Indexing**

- Indexes recorded documents

1.0 Recordable Documents Indexer

3.0 Sr. Office Asst./Office Asst.

**Micrographics**

- Microfilms, scans & photographs all necessary items

2.0 Sr. Office Asst./Office Asst.

**County Clerk**

- Verify legal requirements met for forms submitted at counter or by mail
- Issues marriage licenses

3.0 Sr. Office Asst./Office Asst.

**Vital Statistics**

- Processes requested copies of birth, death, & marriage certificates & records research

3.0 Sr. Office Asst./Office Asst.

**Passport**

- Processes passport photos & applications

2.0 Sr. Office Asst./Office Asst.

**Indexing & Micrographics**

1.0 Office Supervisor

**County of San Joaquin 2021-2022 Organizational Chart**
Auditor-Controller's Office

- Prepares financial statements & conducts audits
- Maintains accounting records
- Processes vendor payments and claims
- Maintains payroll records & processes; & prepares payroll
- Reviews new legislation & effects of required accounting & financial reporting changes
- Provides accounting support to County departments

1.0 Auditor-Controller (Elected)

1.0 Business Analyst II
1.0 Assistant Auditor-Controller
1.0 Office Technician/Coordinator

Payroll Unit

- Maintains payroll records
- Processes & distributes bi-weekly payroll
- Prepares payroll-related documents
- Prepares, verifies, reconciles & settles payroll deductions

1.0 Chief Deputy Auditor-Controller
1.0 Deputy Auditor-Controller III/II/I
1.0 Payroll Administrator
1.0 Administrative Assistant I
1.0 Accounting Technician II
3.0 Accounting Technician I

General Accounting Division

(Systems & Audit Division)

- Performs financial & compliance audits
- Performs systems review & consultation
- Prepares Cost Allocation Plan
- Performs cost studies
- Oversees special district compliance with State government code
- Assists in the preparation of financial statements & single audits
- Assists departments in implementing audit recommendations

1.0 Chief Deputy Auditor-Controller

Property Taxes Division

- Prepares property tax reports
- Establishes & maintains tax rate areas
- Processes changes to tax rolls
- Prepares claims for property tax loss reimbursement
- Compiles data for & processes direct assessments
- Apportions property taxes
- Prepares property tax distribution

1.0 Chief Deputy Auditor-Controller
1.0 Deputy Auditor-Controller III/II/I
1.0 Accounting Technician II
1.0 Accounting Technician I

County of San Joaquin 2021-2022 Organizational Chart

Page 3.1
General Accounting Division

- Performs general accounting functions
- Monitors County budget & contract control
- Processes County claims & disburses payments

1.0 Chief Deputy Auditor-Controller

General Accounting Section

- Performs monthly reconciliation with County Treasurer
- Prepares bi-weekly payroll cost report & journal
- Performs data entry verification
- Prepares journal entries
- Updates automated support files, revenue & expenditure codes
- Balances Treasurer’s deposits & verifies account codes assigned
- Maintains fixed asset purchases

1.0 Deputy Auditor-Controller III/II/I
2.0 Accounting Technician I

Budget & Contract Control Section

- Maintains appropriation control
- Maintains & controls contracts & desk-audits all contract payments
- Prepares & distributes IRS Form 1099
- Prepares journal entries for the Court & issues payments to the State
- Verifies Service & Store Fund Transfers & account codes
- Maintains vendor file control, files sales tax returns, & reconciles sales tax trust
- Balances accounts payable daily
- Posts all transactions to accounting records

1.0 Deputy Auditor-Controller III/II/I
1.0 Sr. Office Asst./Office Asst.

Claims & Disbursement Section

- Reviews claims & requests for payments, including employee reimbursement requests
- Matches, desk-audits & processes purchase orders & vendor invoices for payment
- Prepares Treasury Deposit Permits
- Processes general obligation bonds & coupons for payment
- Desk-audits & allows Board claims, court orders, trust orders & special district orders
- Maintains files of paid claims & orders
- Copies, binds & distributes audit reports
- Distributes financial reports to County departments & entities

1.0 Accounting Technician II
5.0 Sr. Office Asst./Office Asst.

Cost Analysis Division

- Prepares Proposition 4 computation & compliance report
- Prepares financial transaction reports for Board-governed districts
- Maintains debt accounting records
- Compiles & files State-mandated cost reimbursement claims
- Reviews new legislative changes
- Performs daily cash reconciliation

1.0 Deputy Auditor-Controller III/II/I
2021-2022 ORGANIZATIONAL CHART

BOARD OF SUPERVISORS / CLERK OF THE BOARD
### Board of Supervisors/Clerk of the Board

**Elected Representatives by the People of San Joaquin County**

1.0 Chair - Board of Supervisors (Elected)
4.0 Members - Board of Supervisors (Elected)

### Clerk of the Board

- Coordinates Board of Supervisors’ meetings, including Assessment Appeals Board & City Selection Committee
- Coordinates preparation of Board of Supervisors’ agendas & minutes
- Serves as custodian of the County Ordinance Code
- Coordinates & maintains County Boards and Commissions
- Provides support to County departments & to the public

1.0 Clerk of the Board

### Administrative Support

- Conducts research & analysis
- Provides constituent assistance
- Acts as liaison between County departments, community organizations & other governmental entities

5.0 Board of Supervisors’ Chief of Staff

### Clerical Support

1.0 Chief Deputy Clerk of the Board
2.0 Deputy Clerk of the Board II/I
1.0 Office Secretary
2.0 Sr. Office Asst./Office Asst.
Establishes child support orders
Establishes medical support orders
Establishes paternity (fatherhood)
Locates parents
Enforces medical support orders
Enforces child & spousal support orders
Modifies child support orders
Collects & distributes child support

Department of Child Support Services

1.0 Director of Child Support Services

Legal

1.0 Principal Attorney

6.0 Child Support Attorney IV/III/II/I
1.0 Paralegal II/I
6.0 Sr. Office Asst./Office Asst.

Operations
(Page 5.2)

Executive Management Support

2.0 Child Support Compliance Analyst
1.0 Administrative Secretary

Administrative Services

1.0 Management Analyst III

1.0 Accountant III
1.0 Accountant II/I
1.0 Administrative Assistant II
1.0 Storekeeper I
1.0 Office Assistant Specialist
1.0 Sr. Office Asst./Office Asst.
1.0 Stock Clerk II/I
Community Development Department

- Develops & coordinates physical development policy for San Joaquin County
- Administers Federal block grants
- Enforces County building codes & zoning
- Provides fire prevention services

1.0 Director of Community Development

1.0 Assistant Director of Community Development

1.0 Administrative Assistant II
1.0 Management Analyst II

Building Inspection Division
(Page 6.2)

Code Enforcement
(Page 6.4)

Planning/Development Services Division
(Page 6.3)

Fire Prevention Bureau
(Page 6.4)

Geographic Information Systems (GIS)
(Page 6.4)

Budget | Unit # | Allocated |
--- | --- | --- |
2025600000 | 56 | Positions |

County of San Joaquin 2021-2022 Organizational Chart
Building Inspection Division

- Regulates & inspects building construction in the unincorporated area to ensure compliance with County building regulations, zoning & land use ordinances & State regulations, laws & ordinances including the California Building Standards Code
- Coordinates with other State & Local departments
- Issues Certificates of Occupancy

1.0 Deputy Director of Building Inspection

Plan Check

- Reviews plans, calculations, and specifications for all construction projects required to be permitted to ensure code compliance

1.0 Senior Plan Check Engineer

2.0 Plan Check Engineer II/I

Counter Services Information

Tracking

- Maintains and tracks records for issued & pending building permits
- Schedules inspections

1.0 Development Services Sr. Tech.

0.5 Development Services Sr. Tech.

0.5 Development Services Sr. Tech.

Permit Services

- Provides building permit processing, including intake, issuance, fee calculation & coordination with other review agencies

1.0 Senior Building Inspector

2.0 Senior Building Inspector

6.0 Building Inspector II/I

Integration Services

- Provides field inspections for all permitted projects to ensure code compliance

County of San Joaquin 2021-2022 Organizational Chart
Planning/Development Services Division

- Implements the General Plan and Development Title for San Joaquin County
- Reviews and Regulates development projects and subdivision maps
- Assists the Planning Commission and Board of Supervisors in areas of comprehensive planning and community development

1.0 Deputy Director of Planning

1.0 Office Assistant Specialist

1.0 Principal Planner

1.0 Office Assistant Specialist

Current Planning & Counter Services

- Reviews and processes building permit applications
- Conducts environmental reviews pursuant to the California Environmental Quality Act
- Presents projects to Planning Commission and Board of Supervisors
- Coordinates with other County departments & State/Federal agencies in regards to land use entitlements
- Assists property owners and members of the public regarding zoning and land use regulations.
- Processes and approves ministerial, over-the-counter, land use permits, & reviews building permits for zoning compliance

1.0 Senior Planner

3.0 Associate/Asst. Planner

Mountain House Planning

- Implements the Board-adopted comprehensive Master, Specific, and Special Purpose Plans
- Manages & reviews planning applications
- Process and reviews Improvement Plans, Development Plans, & Development Agreements
- Provides planning, building services, land use support
- Processes applications for land use entitlements

1.0 Senior Planner

2.0 Associate/Asst. Planner

1.0 Office Assistant Specialist

Advanced Planning

- Provides information to the public about zoning & land use
- Manages and updates the 2035 General Plan and Development Title
- Conducts studies on land use policy issues
- Facilitates implementation of Board-adopted planning decisions, policies & ordinances
- Participates in community & regional planning forums & advisory committees

1.0 Senior Planner

2.0 Associate/Asst. Planner

1.0 Office Assistant Specialist
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Develop &amp; maintain geospatial information to support diverse County operational needs</td>
<td>• Receive &amp; investigate complaints</td>
<td>• Fire Plan check &amp; inspections</td>
</tr>
<tr>
<td>• Address assignment &amp; street name approval, E-911 compliance for emergency response</td>
<td>• Participate in triage &amp; Community SAFE team</td>
<td>• Operational Fire Permits</td>
</tr>
<tr>
<td>• Application development - parcel information, mailing labels, apportioning, etc.</td>
<td>• Conduct follow up inspections</td>
<td>• Weed Abatement</td>
</tr>
<tr>
<td>• Demographic analysis - redistricting, trustee/attendance areas, ambulance compliance, etc.</td>
<td>• Assist property owners to bring their parcels into compliance</td>
<td>• Provides Fire Prevention service in the unincorporated areas to ensure compliance with County Fire regulations, State Fire regulations, laws, &amp; ordinances</td>
</tr>
<tr>
<td>• Imagery acquisition, processing &amp; analysis</td>
<td>• Organize &amp; run community clean up events</td>
<td>1.0 Deputy Fire Warden</td>
</tr>
<tr>
<td>1.0 GIS Program Manager</td>
<td>• Investigate substandard housing &amp; dangerous buildings.</td>
<td>1.0 Fire Prevention Inspector</td>
</tr>
<tr>
<td>1.0 Principal GIS Analyst</td>
<td></td>
<td>0.5 Senior Office Asst./Office Asst.</td>
</tr>
<tr>
<td>1.0 Sr. GIS Analyst/Associate GIS Analyst</td>
<td>2.0 Sr. Code Enforcement Officer</td>
<td></td>
</tr>
</tbody>
</table>
Directs University of California research-based programs to better serve the residents of San Joaquin County

- 0.6 County Director*

1.0 Jr. Administrative Assistant

### Agriculture & Natural Resources
- Conducts research & education & provides information & counsel to growers & agribusinesses on agriculture & natural resources
- Assists clientele in making informed decisions to improve production & conserve renewable resources

- 4.26 Farm Advisors*
  - 1.0 Delta Crops Advisor*
  - 1.7 Lab Assistant II & III*
  - 0.5 Sr. Office Asst./Office Asst.
  - 1.0 Agricultural Field & Lab Tech II

### Master Gardener (MG) Program Environmental Horticulture Program
- Conducts research on green waste, storm water quality & landscape education
- Disseminates to homeowners & interested people, information in maintaining & improving the home & environment
- Provides information through publications, office calls & other media
- Coordinates 92 master gardener volunteers for public service activities

- 1.0 MG Program Coordinator*
- 1.0 Environmental Horticulture Advisor*
- 0.5 Sr. Office Asst./Office Asst.

### 4-H Youth Development
- Provides opportunity for youth to develop initiative, leadership & citizenship; acquire knowledge & skills & explore careers

- 0.5 4-H Advisor*
- 1.0 4-H Program Representative*
- 0.5 Sr. Office Asst./Office Asst.

### Family & Consumer Science
- Provides information to improve consumer competence
- Improves nutritional status of families, with emphasis on low income families

- 1.0 Nutrition Family & Consumer Science Advisor*
- 1.0 Academic Training Coordinator II*
- 1.5 Community Education Specialist (CES) Supervisor*
- 5.1 CES I & II*
- 0.74 CNAP Facilitator*
- 0.5 Sr. Office Asst./Office Asst.

---

**County of San Joaquin 2021-2022 Organizational Chart**

**Budget Unit #**

<table>
<thead>
<tr>
<th>University of California Employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>6061500000</td>
</tr>
<tr>
<td>20.4 FTEs*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>20.4 University of California Employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.0 Budget Unit #</td>
</tr>
<tr>
<td>0.6 County Director*</td>
</tr>
<tr>
<td>1.0 Jr. Administrative Assistant</td>
</tr>
<tr>
<td>1.0 MG Program Coordinator*</td>
</tr>
<tr>
<td>1.0 Environmental Horticulture Advisor*</td>
</tr>
<tr>
<td>0.5 Sr. Office Asst./Office Asst.</td>
</tr>
<tr>
<td>0.5 4-H Advisor*</td>
</tr>
<tr>
<td>1.0 4-H Program Representative*</td>
</tr>
<tr>
<td>0.5 Sr. Office Asst./Office Asst.</td>
</tr>
<tr>
<td>1.0 Nutrition Family &amp; Consumer Science Advisor*</td>
</tr>
<tr>
<td>1.0 Academic Training Coordinator II*</td>
</tr>
<tr>
<td>1.5 Community Education Specialist (CES) Supervisor*</td>
</tr>
<tr>
<td>5.1 CES I &amp; II*</td>
</tr>
<tr>
<td>0.74 CNAP Facilitator*</td>
</tr>
<tr>
<td>0.5 Sr. Office Asst./Office Asst.*</td>
</tr>
</tbody>
</table>
County Administrator's Office

- Serves as administrative agent of the Board of Supervisors
- Directs & coordinates County departments & agencies
- Prepares County budget & oversees fiscal activities
- Plans & manages major construction projects & County's space requirements

1.0 County Administrator

1.0 Assistant County Administrator

Administrative Services

1.0 Chief Deputy County Administrator
7.0 Senior Deputy County Administrator/
  Deputy County Administrator/
  Management Analyst III
1.0 Administrative Assistant II/I
2.0 Management Secretary II/I

General Services
  (Page 8.2-8.4)

Human Resources
  (Page 8.5-8.6)

Information Systems
  (Page 8.7-8.9)

Purchasing & Support Services
  (Page 8.10)

Registrar of Voters
  (Page 8.11)
**General Services Department**

**Administration**
- 1.0 Director of General Services
- 1.0 Assistant Director of General Services

**Facilities Management**
(Page 8.3)

**Capital Projects**
- Major construction projects & alterations to existing buildings & parks
- 1.0 Facilities and Construction Planner
- 1.0 Management Analyst II/I
- 1.0 Engineer IV/III/II/I
- 1.0 Engineering Assistant III
- 3.0 Engineering Assistant II/I
- 2.0 Senior Engineering Aide/Engineering Aide

**Office of Emergency Services**
- Performs emergency preparedness planning
- Coordinates County emergency response activities
- Provides direction & control during emergency operations
- Conducts ongoing public information programs
- Provides and monitors emergency response training
- Plans, coordinates, & conducts drills & exercises of County emergency plans
- 1.0 Deputy Director of General Services - Emergency Operations
- 1.0 Sr. Emergency Planner
- 3.0 Emergency Planner
- 1.0 Accounting Technician I
- 1.0 Sr. Office Asst./Office Asst.

**Parks & Recreation**
(Page 8.4)

---

**Budget Unit #**
- 1014000000 3
- 1014200000 42
- 1014300000 9
- 2026000000 7
- 7070300000 36

**Allocated Positions**
- Total 97
Facilities Management

- Provides oversight and management of County-owned & leased facilities

Administration/Accounting

- Provides administrative support services for the Department

1.0 Accounting Technician II

2.0 Sr. Office Asst./Office Asst.

Government Buildings

Downtown/Outlying

- Provides preventive maintenance and repair, minor construction & renovation for County-owned & leased facilities

1.0 Dist. Maint. & Construction Superintendent

4.0 Office Building Engineer
3.0 Crafts Worker IV
10.0 Crafts Worker III
3.0 Crafts Worker II/I
2.0 Electrician

Plant Engineering

Sheriff Complex and JJC

- Provides preventive maintenance & repair for Sheriff complex & Juvenile Justice Center

1.0 Dist. Maint. & Construction Superintendent

2.0 Office Building Engineer
1.0 Crafts Worker IV
8.0 Crafts Worker III
2.0 Electrician

Property Management

- Real property services & Contract management
- Manages land & facility acquisitions

1.0 Management Analyst II/I

<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1014200000</td>
<td>42</td>
</tr>
</tbody>
</table>
### Parks & Recreation
- Plans, develops, operates, & maintains a system of regional & community parks, & County Service Areas
- Manages & operates Micke Grove Zoo

#### 1.0 Parks Administrator

---

### Park Maintenance
- Repairs, maintains, & cleans all parks & park equipment
- Works on special projects
- Maintains County Service Areas

#### 1.0 Parks Maintenance Supervisor
- 2.0 Senior Park Worker
- 1.0 Park Equipment Mechanic
- 17.0 Park Worker
- 1.0 Labor Crew Leader

### Admin. & Reservations
- Performs administrative functions
- Arranges reservations & special functions

#### 1.0 Accounting Technician II
- 2.0 Sr. Office Asst./Office Asst.

### Park Operations
- Manages daily operations for visitors
- Conducts outreach, Marketing, & promotions

#### 1.0 Parks Marketing & Promo. Spec.
- 1.0 Park Fee Coordinator

### Micke Grove Zoo
- Manages Zoo operations

#### 1.0 Zoo & Interpretive Services Mgr.
- 1.0 Zoo Curator
- 1.0 Sr. Animal Care Specialist
- 5.0 Animal Care Specialist

---

<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>7070300000</td>
<td>36</td>
</tr>
</tbody>
</table>
Provides centralized human resources & labor relations services for all County departments
Provides staff for the Civil Service Commission
Advises County departments

1.0 Director of Human Resources

1.0 Executive Secretary
2.0 Sr. Office Asst./Office Asst.
1.0 Office Technician/Coordinator

Classification & Compensation
1.0 Personnel Analyst III/II/I

Equal Employment Opportunity (EEO)
- Administers the EEO & diversity programs
- Investigates discrimination & harassment complaints
- Serves as staff to EEO Advisory Committee
- Maintains EEO data & prepares annual reports
1.0 EEO Program Manager
1.0 Personnel Analyst III/II/I
1.0 Office Assistant Specialist

Leave Administration
2.0 Personnel Analyst III/II/I

Employment Services
- Maintains civil service & exempt system of recruitment
- Exam development
- Certification, classification & compensation
3.0 Principal Personnel Analyst
10.0 Personnel Analyst III/II/I
2.0 Sr. Office Asst./Office Asst.

Risk Management (Page 8.6)
Benefits (Page 8.6)
Labor Relations (Page 8.6)
Staff Development (Page 8.6)

Position Control
1.0 Management Analyst III
1.0 Position Control Coordinator
3.0 Position Control Technician
1.0 Sr. Office Asst./Office Asst.
Human Resources Division
Director of Human Resources

Risk Management
- Administers risk management programs including workers compensation, casualty, safety & disability management programs
- Advises & supports County departments in the administration of leave issues

1.0 County Safety & Risk Manager

- Disability Management Coordinator
- Personnel Analyst III/II/I
- Safety Officer
- Office Assistant Specialist

Benefits
- Administers employee benefits programs including medical, dental, vision, life & disability insurance, 125 Plan, deferred compensation & educational reimbursement

1.0 Employee Benefits Manager

- Personnel Analyst III/II/I
- Office Assistant Specialist
- Sr. Office Asst./Office Asst.

Labor Relations
- Administers labor relations programs
- Negotiation of labor contracts
- Meet-and-confer sessions
- Joint-labor management meetings

1.0 Principal Employee Relations Analyst

- Employee Relations Analyst III/II/I
- Office Asst./Office Asst.

Staff Development
- Develops, administers, & monitors mandatory training, general staff development & trainings programs
- Advances the San Joaquin County Wellness program
- Maintains centralized workforce development programs for County-sponsored internships and apprenticeships
- Administers County education reimbursement program

1.0 Staff Development Coordinator

- Sr. Office Asst./Office Asst.
Provides information technology & communications services

1.0 Information Systems Director/Chief Information Officer

- Provides leadership & services for San Joaquin General Hospital

1.0 Information Systems Asst. Director

- Provides project management oversight

1.0 IS Analyst V
1.0 IS Analyst IV/III/II/I

- Provides desktop support
- Provides system support

1.0 Dept. Information Systems Manager

- Provides desktop support
- Provides system support

1.0 IS Analyst IV/III/II/I
4.0 IS Analyst IV/III/II/I

District Attorney / Probation I.T. Support

Hazelton Complex I.T. Support

Project Management

Information Systems (Page 8.8)

Communications (Page 8.9)

- Customer care
- Administrative applications
- Law & Justice
- Infrastructure/systems administration

- Video & telephone management
- Fiber optics services
- Data cabling services
- Data communications
- Internet/E-mail

Budget Unit # | Allocated Positions
---|---
82400000000 | 88
82600000000 | 10
Total | 98
Provides information technology services

Customer Care / Innovation
- Establishes & monitors performance measures for ISD
- Provides Countywide service desk support
- Provides office automation support
- Provides support for mobility (smartphones & tablets)

1.0 Information Systems Manager

1.0 IS Analyst V
11.0 IS Analyst IV/III/II/I
2.0 Dept. IS Analyst II/I
1.0 IS Specialist II/I
3.0 IS Specialist III
1.0 Dept. IS Specialist II/I

Administrative Applications
- Provides implementation & maintenance services for the County's Administrative Systems
- Provides web technology development & support
- Provides data imaging support
- Provides support for the County's Payroll & Financial Systems
- Provides County budget preparation support

1.0 Information Systems Manager

1.0 IS Analyst V
4.0 IS Analyst IV/III/II/I

Law and Justice
- Provides overall Law & Justice system support
- Provides data interfaces technology development among Criminal Justice agencies
- Provides Local Area Warrant System (LAWS) support services

1.0 Information Systems Manager

1.0 IS Analyst V
4.0 IS Analyst IV/III/II/I

Infrastructure/ System Administration
- Provides Countywide network support (Internet/intranet)
- Provides Countywide server support
- Provides computer room support & backup
- Provides database administration
- Manage & administer grants
- Manage public safety radios

2.0 IS Analyst V
13.0 IS Analyst IV/III/II/I
1.0 Dept. IS Analyst II/I

1.0 Dept. IS Analyst IV
Provides data, video & telephone services
- Manages & maintains data & telephone equipment
- Maintains Federal Communications Commission licensing
- Provides fiber optics & data cabling services
- Manages Wide Area Network (WAN) & wireless data systems

1.0 Information Systems Manager

Telephone Administration
- Prepares & processes telephone billings
- Prepares & processes pager billings
- Prepares & processes cell phone services
- Prepares & processes WAN billings
- Prepares & processes Internet billings
- Prepares budgets & cost pool billings
- Conducts research for special projects

1.0 Office Assistant Specialist

Telephone Operations
- Maintains telephone systems
- Maintains video conference equipment
- Coordinates & maintains all cable installations

1.0 IS Analyst III/II/I
3.0 IS Specialist III/II/I

Wide Area Network (WAN) Administration
- Provides data network connections
- Provides Virtual Private Network access to network
- Maintains WAN
- Maintains wireless network connections

1.0 IS Analyst V
3.0 IS Analyst IV/III/II/I
Purchasing and Support Services

- Provides central support services to County departments
- Culcutes materials & services
- Provides mail/courier services
- Manages duplicating & print shop operations
- Plans and oversees records storage & recycling functions

1.0 Director of Purchasing and Support Services

1.0 Deputy Director of Purchasing & Support Services

Purchasing/Buying Section

- Purchases goods & services
- Develops specifications & requests for bids
- Prepares service contracts

10.0 Deputy Purchasing Agent/Purchasing Assistant

Clerical Support

- Processes invoices, payroll, & billing
- Provides clerical support

1.0 Accounting Technician II
1.0 Administrative Assistant II/I
1.0 Office Assistant Specialist

Support Services

- Maintains, retrieves & disposes records
- Receives, picks up & delivers mail
- Lays out & designs documents
- Manages forms & papers
- Provides printing & binding services

Records Management Section

1.0 Records Supervisor
1.0 Records Management Technician I
1.0 Stock Clerk

Duplicating Section

1.0 Senior Support Services Tech
2.0 Support Services Tech II/I

Mail Section

1.0 Senior Support Service Tech
3.0 Support Services Tech II/I
Registrar of Voters

- Registers all voters
- Administers campaign laws
- Collects filing fees
- Filing Officer for the Fair Political Practices Commission (FPPC)
- Certifies candidates
- Conducts all State, local, and Federal elections

1.0 Deputy Director - Registrar of Voters

1.0 Elections Manager

Registration and Vote by Mail
1.0 Elections Technician Supervisor
2.0 Elections Specialist
4.0 Elections Technician/Trainee

Candidate Filing and Campaign Services
1.0 Elections Technician Supervisor
1.0 Elections Specialist
1.0 Elections Technician/Trainee

Administration
1.0 Management Analyst II/I
1.0 Business Analyst II/I
1.0 Office Technician Coordinator
1.0 Elections Technician/Trainee

Warehouse Services
1.0 Storekeeper II

Precinct Operations
1.0 Elections Technician Supervisor
1.0 Elections Specialist
1.0 Elections Technician/Trainee
**County Counsel**

- Provides legal advice & representation to the Board of Supervisors & County's departments, boards, districts, & commissions

<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1011800000</td>
<td>20</td>
</tr>
</tbody>
</table>

| 1.0 County Counsel |

| 1.0 Assistant County Counsel |

**Child Protective Services**

- 1.0 Supervising Child Protective Services Counsel*

| 3.0 Child Protective Services Counsel IV/III/II/I* |

**Litigation Services/Administrative Services**

- 1.0 Chief Deputy County Counsel

| 11.0 Deputy County Counsel IV/III/II/I |

**Clerical Support**

- 1.0 Executive Secretary
- 1.0 Paralegal II
- 2.0 Legal Technician II/I
- 2.0 Sr. Office Asst./Office Asst.

* Positions are allocated in the Human Services Agency budget #5050101000
2021-2022 ORGANIZATIONAL CHART

DISTRICT ATTORNEY
District Attorney’s Office

- Public prosecutor for violations of State laws & local ordinances
- Represents State & County in Juvenile Court matters
- Investigates offenses in cooperation with local law enforcement agencies
- Advises Grand Jury
- Provides advice & training to law enforcement agencies
- Administers victim-witness assistance programs
- Prosecutes civil litigation of large-scale consumer fraud cases
- Establishes policy & standard for filing of criminal complaints

**Clerical Support**
- 1.0 Executive Secretary
- 1.0 Legal Admin. Supervisor
- 14.0 Legal Technician II/I
- 2.0 Sr. Legal Technician
- 6.0 Sr. Office Asst./Office Asst.

**Bureau of Investigations (Page 10.5)**

** Victim/Witness Assistance**
- 1.0 Victim Witness Program Manager

**Family Justice Center**
- 1.0 Family Justice Program Manager
- 2.0 Victim Witness Advocate II/I
- 2.0 Office Assistant Specialist
- 3.0 Sr. Office Asst./Office Asst.

**Victim Witness Unit**
- 1.0 Victim Witness Adv. Superv.
- 1.0 Victim Witness Advocate III
- 15.0 Victim Witness Advocate II/I
- 2.0 Sr. Office Asst./Office Asst.

**Victim Assistance**
- 1.0 Victim Claims Supervisor
- 8.0 Victim Claims Specialist II/I
- 1.0 Sr. Office Asst./Office Asst.

*Positions allocated in ISD’s Budget*
Criminal Division (cont’d)
 Felony & Misdemeanor Division

1.0 Chief Deputy District Attorney

1.0 Deputy District Attorney IV/III/II/I (supervising)

Felony

17.0 Deputy District Attorney IV/III/II/I
1.0 Deputy District Attorney IV/III/II/I (Collaborative Courts)
1.0 Paralegal II/I

Vehicle Homicides

1.0 Deputy District Attorney IV/III/II/I

Post Conviction Calendars

1.0 Deputy District Attorney IV/III/II/I

Training Unit

1.0 Deputy District Attorney IV/III/II/I

Circuit Court Operations

6.0 Deputy District Attorney IV/III/II/I
2.0 Legal Technician II/I (Lodi)
1.0 Sr. Legal Technician (Manteca)
4.0 Legal Technician II/I

Intake Unit

3.0 Deputy District Attorney IV/III/II/I

Prop 47

1.0 Deputy District Attorney IV/III/II/I

Major Crimes Unit

1.0 Deputy District Attorney IV/III/II/I

Juvenile

4.0 Deputy District Attorney IV/III/II/I
2.0 Legal Technician II/I
1.0 Paralegal II/I

Misdemeanor

13.0 Deputy District Attorney IV/III/II/I

Early Resolution Calendar

1.0 Deputy District Attorney IV/III/II/I

Training Unit

1.0 Deputy District Attorney IV/III/II/I

Major Crimes Unit

1.0 Deputy District Attorney IV/III/II/I

Juvenile

4.0 Deputy District Attorney IV/III/II/I
2.0 Legal Technician II/I
1.0 Paralegal II/I

Circuit Court Operations

6.0 Deputy District Attorney IV/III/II/I
2.0 Legal Technician II/I (Lodi)
1.0 Sr. Legal Technician (Manteca)
4.0 Legal Technician II/I

Intake Unit

3.0 Deputy District Attorney IV/III/II/I

Prop 47

1.0 Deputy District Attorney IV/III/II/I

Early Resolution Calendar

1.0 Deputy District Attorney IV/III/II/I

Major Crimes Unit

1.0 Deputy District Attorney IV/III/II/I

Juvenile

4.0 Deputy District Attorney IV/III/II/I
2.0 Legal Technician II/I
1.0 Paralegal II/I
Special Operations Division

Fiscal/Administration
1.0 Management Services Administrator
   - 1.0 Administrative Asst. II
   - 2.0 Accounting Technician I
   - 1.0 Management Analyst II/I
   - 1.0 Dept. Payroll Specialist
   - 1.0 Sr. Office Asst./Office Asst.

Criminal Restitution
2.0 Paralegal II/I

Grand Jury (Civil)
   - Statutory Advisor

Asset Forfeiture
   - 0.5 Deputy District Attorney IV/III/II/I

Quality of Life Crimes
1.0 Chief Deputy District Attorney
   - Proposition 64
     - Environmental & Consumer Fraud
       - 5.0 Deputy District Attorney IV/III/II/I
       - 2.0 DA Investigator II/I/Trainee
       - 1.0 Legal Technician II/I
       - 5.0 Paralegal II/I
       - 1.0 Sr. Office Asst./Office Asst.
   - Public Integrity Unit
     - 1.0 Legal Technician II/I
   - Identity Theft Unit
     - 1.0 Deputy District Attorney IV/III/II/I
     - 1.0 DA Investigator II/I/Trainee
     - 1.0 Legal Technician II/I
     - 1.0 DA Investigative Assistant II/I
   - Automobile & Workers' Compensation Insurance Fraud
     - 2.0 Deputy District Attorney IV/III/II/I
     - 1.0 Paralegal II/I
     - 1.0 Legal Technician II/I
   - Financial & Real Estate Fraud
     - 2.0 Deputy District Attorney IV/III/II/I
     - 1.0 Paralegal II/I
   - Elder Abuse
     - 2.0 Deputy District Attorney IV/III/II/I
     - 1.0 Legal Technician II/I
   - Auto Theft
     - 1.0 Deputy District Attorney IV/III/II/I
     - 1.0 DA Investigator II/I/Trainee

Post Conviction Review Unit
1.0 Chief Deputy District Attorney
   - 2.0 Deputy District Attorney IV/III/II/I
   - 1.0 Legal Technician II/I
   - 2.0 Paralegal II/I
   - 1.0 District Attorney Investigator II/I/Trainee
   - 1.0 Victim Witness Advocate II/I
Employment & Economic Development Department

- Administers all programs & activities of Workforce Innovation & Opportunity Act (WIOA), Economic Development Association, Revolving Loan Fund, & employment & training components of CalWORKs/AB 109
- Serves as the administrative arm of the Workforce Development Board

1.0 Director of Employment & Economic Development

### Employment & Training

- 1.0 Deputy Director—Employment & Training

#### Customer Services

- (Page 11.2)

#### Planning & Evaluation/Contracts Management

- (Page 11.3)

### Executive Management Support

- 1.0 Executive Secretary
- 1.0 Senior Administrative Supervisor
- 1.0 Sr. Office Asst./Office Asst.

### Information Systems

- (Page 11.3)

### Economic Development Business Services

- (Page 11.3)

### Financial & Facilities Management

- (Page 11.4)
Planning & Evaluation
Contracts Management Division

- Develops, implements, & operates data processing & office automation systems
- Designs & develops systems
- Generates quarterly, system & ad hoc reports & processes documents
- Trains departmental staff on office computer systems
- Provides orientation & training on eligibility certification & forms preparation
- Hosts & maintains websites & web services—providing employer & jobseeker services & business engagement
- Keeps the public informed about program recruitment & outreach activities by utilizing social media—Facebook & Twitter
- Supports five WorkNet locations throughout San Joaquin County
- Provides general support with technology—finds solutions to technological barriers

1.0 EEDD Analyst III
2.0 EEDD Analyst II/I

Information Systems

- Develops, implements & operates data processing & office automation systems
- Designs & develops systems
- Generates quarterly, system & ad hoc reports & processes documents
- Trains departmental staff on office computer systems
- Provides orientation & training on eligibility certification & forms preparation
- Hosts & maintains websites & web services—providing employer & jobseeker services & business engagement
- Keeps the public informed about program recruitment & outreach activities by utilizing social media—Facebook & Twitter
- Supports five WorkNet locations throughout San Joaquin County
- Provides general support with technology—finds solutions to technological barriers

1.0 Department IS Analyst IV

Economic Development Center
Business Services

- Promotes, encourages, & supports the expansion & retention of business in the County
- Coordinates with & supplements public/private sector economic development activities
- Conducts & coordinates economic development activities which lead to or result in creation of new jobs or retention of jobs for County residents
- Provides conventional, Small Business Administration or Revolving Loan Fund loan packaging services
- Designs & implements seminars
- Prepares Comprehensive Economic Development Strategy annual reports
- Develops & coordinates job creation strategy

1.0 EEDD Economic Development Director

1.0 Business Loan Officer
1.0 EEDD Analyst II/I
1.0 Accounting Technician I
1.0 Office Secretary
Financial & Facilities Management Division

1.0 Management Analyst III

Financial Management Unit

- Develops, implements & maintains fiscal system & financial management procedures that conform to applicable laws, regulations, & generally accepted accounting principles
- Manages fund accounting & maintains the accuracy of the general ledger to ensure accurate financial reporting
- Responsible for audits & fiscal monitoring
- Creates & maintains operational budgets
- Develops and performs cost allocation for fair distribution of costs to funding sources
- Procurement of goods & services
- Processes accounts payable for customer-related & operational costs
- Maintains accounts receivable & manages cash flow
- Reports staff payroll and manages attendance

1.0 Accountant III
2.0 Accountant II/I
1.0 Accounting Technician II
2.0 Accounting Technician I

Facilities Management Unit

- Manages & coordinates facilities maintenance
- Develops & maintains security protocols for the department
- Schedules security guard services during work hours & events
- Performs conference room set-ups for meetings/workshops
- Receipt of goods & services
- Provides general storekeeper services
- Maintains property inventory

1.0 EEDD Facilities Coordinator
1.0 Sr. Office Asst./Office Asst.
1.0 Stock Clerk II
1.0 Director of Environmental Health

- Provides services which protect & enhance public health, well-being, & safety through prevention, education, inspection, & enforcement of State & local environmental laws & regulations

1.0 Assistant Director of Environmental Health

Operations
- 1.0 Environmental Health Program Coordinator
- 3.0 Sr. Office Asst./Office Asst.

Accounting
- 1.0 Accountant II
- 3.0 Accounting Technician I

Consumer
- 1.0 Environmental Health Program Coordinator
- 6.0 Env. Health Spec./Lead Sr. Reg./Sr. Reg./Reg./Trainee
- 1.0 Sr. Office Asst./Office Asst.

Land Use/Water Quality
- 1.0 Environmental Health Program Coordinator
- 10.0 Env. Health Spec./Lead Sr. Reg./Sr. Reg./Reg./Trainee
- 1.0 Sr. Office Asst./Office Asst.

CUPA
- 2.0 Environmental Health Program Coordinator
- 16.0 Env. Health Spec./Lead Sr. Reg./Sr. Reg./Reg./Trainee
- 2.0 Hazardous Material Specialist II
- 2.0 Sr. Office Asst./Office Asst.
- 1.0 Office Assistant Specialist

Solid Waste
- 1.0 Environmental Health Program Coordinator
- 6.0 Env. Health Spec./Lead Sr. Reg./Sr. Reg./Reg./Trainee
- 1.0 Sr. Office Asst./Office Asst.

Budget Unit # | Allocated Positions
---|---
4042000000 | 65
Health Care Services Agency

- Provides comprehensive & accessible health/mental health care services to citizens of San Joaquin County, specialized health care delivery programs not otherwise available in the community, preventative & collaborative health care programs, care & treatment for institutionalized persons, education & training programs for physicians & paramedical personnel
- Initiates & participates in community-wide health care planning
- Protects/preserves/promotes the health of San Joaquin County

<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2022621000</td>
<td>79</td>
</tr>
<tr>
<td>4040300000</td>
<td>11</td>
</tr>
<tr>
<td>4040500000</td>
<td>509</td>
</tr>
<tr>
<td>4040600000</td>
<td>91</td>
</tr>
<tr>
<td>4040700000</td>
<td>88</td>
</tr>
<tr>
<td>4041000000</td>
<td>218</td>
</tr>
<tr>
<td>4041200000</td>
<td>30</td>
</tr>
<tr>
<td>4041800000</td>
<td>12</td>
</tr>
<tr>
<td>4045150000</td>
<td>46</td>
</tr>
<tr>
<td>4049500000</td>
<td>31</td>
</tr>
<tr>
<td>4049700000</td>
<td>17</td>
</tr>
<tr>
<td>5055246000</td>
<td>8</td>
</tr>
<tr>
<td>5055600000</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,144</strong></td>
</tr>
</tbody>
</table>

1.0 Director of Health Care Services
1.0 Assistant Director of Health Care Services

Medical Examiner’s Office
(Page 13.23)
1.0 Chief Information Officer - HCS
1.0 Dept. Information Systems Manager
1.0 Office Systems Specialist
1.0 Dept. Information Systems Analyst IV
2.0 Dept. Information Systems Analyst III
5.0 Dept. Information Systems Analyst II/I
1.0 Dept. Applications Analyst IV
4.0 Dept. Applications Analyst II/I
1.0 Dept. Information Systems Spec. III
1.0 Dept. Information Systems Spec. II/I
1.0 Dept. Information Systems Tech. II/I
3.0 Dept. Applications Analyst III

Public Health Services
(Page 13.17 - 13.21)
California Children’s Services
(Page 13.20)

Emergency Medical Services
(Page 13.2)

Behavioral Health Services
Administration
(Page 13.3)
Mental Health Services
(Page 13.4 - 13.9)
Mental Health Pharmacy
(Page 13.10)
Substance Abuse Services
(Page 13.12 - 13.15)

Pub. Guardian/Conservator
(Page 13.11)

Veterans Services
(Page 13.22)

Correctional Health Services
(Page 13.16)

Neighborhood Preservation
(Page 13.24)
Emergency Medical Services

1.0 Emergency Medical Services Administrator

1.0 Emergency Medical Services Coordinator

Administrative Services

1.0 Accounting Technician I
1.0 Office Technician/Coordinator

Prehospital and Disaster Services

2.0 Emergency Medical Services Specialist
2.0 Emergency Medical Services Analyst
1.0 Pre-Hospital Care Coordinator
1.0 Regional Disaster Medical Health Specialist

Hospital and Specialty Care Services

2.0 EMS Quality Improvement/Trauma Coordinator

Budget Unit # Allocated Positions

4041800000 12
<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>4040500000</td>
<td>509</td>
</tr>
</tbody>
</table>

**Mental Health Services**

**Access**
- 2.0 Mental Health Specialist II/I
- 1.0 Sr. Office Asst./Office Asst.

**MHS/MHSA Administration**
- 2.0 Management Analyst II/I
- 1.0 Mental Health Clinician II/I
- 3.0 Sr. Office Asst./Office Asst.

**Forensic Services** (Page 13.5)

**Adult/ Older Adult Services** (Page 13.6)

**Inpatient Services/ Crisis Services** (Page 13.7)

**Children's Services** (Page 13.8)

**Mental Health Services Act/ Specialty Services** (Page 13.9)

**Substance Abuse Services** (Pages 13.12 - 13.15)
<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>4040300000</td>
<td>11</td>
</tr>
</tbody>
</table>

**Mental Health Pharmacy**

- 1.0 Pharmacy Manager

- 1.0 Pharmacist
- 1.0 Pharmacist-Clinical
- 1.0 Pharmacy Tech III Supervisor
- 5.0 Pharmacy Tech III/II/I
- 2.0 Sr. Office Asst./Office Asst.
Substance Abuse Services

Chief Deputy Director - Behavioral Health Services

1.0 Deputy Director-BHS-Clinical

1.0 Office Secretary
1.0 Office Supervisor

Community Services/Prevention
(Page 13.13)

Outpatient Services
(Page 13.14)

Residential Services
(Page 13.15)

<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>4040600000</td>
<td>91</td>
</tr>
</tbody>
</table>
Substance Abuse Services
Community Services/Prevention

CalWORKs
5.0 Substance Abuse Counselor II/I

Preventive Services
1.0 Substance Abuse Program Manager
3.0 Substance Abuse Prevention Specialist II/I

Project Navigate Constructive Change
1.0 Mental Health Clinician II/I
Substance Abuse Services
Outpatient Services

0.5 Chief Mental Health Clinician

Chemical Dependency Counseling Centers
- 1.0 Substance Abuse Program Manager
- 13.0 Substance Abuse Counselor II/I
- 3.0 Substance Abuse Program Supervisor
- 4.0 Sr. Office Asst./Office Asst.
- 2.0 Mental Health Clinician II/I

Alcohol-Drug Alternative Program
- 2.0 Substance Abuse Counselor II/I
Substance Abuse Services
Residential Services

0.5 Chief Mental Health Clinician

Recovery House
- 2.0 Substance Abuse Program Manager
- 2.0 Substance Abuse Program Supervisor
- 21.0 Substance Abuse Counselor II/I
- 1.0 Mental Health Specialist II/I
- 2.0 Sr. Office Asst./Office Asst.

Family Ties/Focus
- 1.0 Substance Abuse Program Manager
- 2.0 Substance Abuse Program Supervisor
- 13.0 Substance Abuse Counselor II/I
- 1.0 Mental Health Specialist II/I
- 2.0 Sr. Office Asst./Office Asst.
- 4.0 Perinatal Child Care Worker/Perinatal Child Care Aide
- 1.0 Office Assistant Specialist
Veterans Services Office

- Provides services to veterans & eligible dependents

<table>
<thead>
<tr>
<th>Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>5055600000</td>
<td>4</td>
</tr>
</tbody>
</table>

1.0 Deputy Director Veterans Services

Stockton Office

- Provides assistance to veterans, their dependents, widows & war orphans in obtaining benefits administered by the Veterans Administration (VA) and the State
- Provides assistance to funeral homes & cemeteries in obtaining VA burial benefits
- Informs the Board of Supervisors, County Administrator, and Health Care Services Agency of problems, issues, and concerns affecting veterans
- Coordinates and communicates actions that result in increased resources, referrals, and advocacy throughout the County in the pursuit of collaborative, cooperative, and coordinated care of veterans and their families

2.0 Veterans Service Representative II/I
1.0 Sr. Office Asst./Office Asst.
Office of the Medical Examiner

- Field death investigations
- Postmortem examinations
- Forensic testing
- Disposition of deceased indigent

Chief Medical Examiner (contract)

1.0 Medical Examiner Operations Administrator

10.0 Medical Examiner Investigator/Trainee
3.0 Medical Technician
3.0 Sr. Office Asst./Office Asst.
Neighborhood Preservation

- Administers Federal block grants & ensures compliance with Federal, State & local regulations
- Initiates new programs, monitors activities & programs in six Urban County jurisdictions
- Manages County’s Continuum of Care process
- Prepares Federal & State funding applications

Grants Management

1.0 Program Admin-Homeless Initiatives
1.0 Management Analyst III
2.0 Management Analyst II/I
1.0 Office Assistant Specialist

Accounting

1.0 Accountant II/I
1.0 Accounting Technician I

Rehabilitation Unit

1.0 Housing Rehab. Specialist II/I
## Human Services Agency

- Provides State & Federally-mandated public assistance & social services programs for the citizens of San Joaquin County including:
  - California Work Opportunity & Responsibility to Kids (CalWORKs)
  - CalFresh
  - General Assistance
  - Medi-Cal
  - Affordable Care Act
  - Adoption of Children
  - Child & Adult Protective Services
  - Mary Graham Children's Shelter
  - First 5 San Joaquin

### Budget and Allocated Positions

<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>5050101000</td>
<td>1,181</td>
</tr>
<tr>
<td>5053900000</td>
<td>48</td>
</tr>
<tr>
<td>5054101000</td>
<td>58</td>
</tr>
<tr>
<td>4049100000</td>
<td>12</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,299</strong></td>
</tr>
</tbody>
</table>

### Organizational Chart

- **1.0 Director of Human Services**
- **1.0 Executive Secretary**
- **1.0 Administrative Secretary**
- **1.0 Assistant Director of Human Services**

#### Administration (Page 14.2)

#### Adult & Community Services (Page 14.4)

#### Income Maintenance (Page 14.5)

#### Children's Services (Page 14.3)

#### Employment & Youth Services (Page 14.6)
Income Maintenance

1.0 Deputy Director of HSA

1.0 HSA Staff Analyst II/I

Division I Continuing

1.0 Program Manager

8.0 Eligibility Supervisor
60.0 Eligibility Worker II/I
3.0 Sr. Office Asst./Office Asst.

Division II Continuing/Foster Care

1.0 Program Manager

9.0 Eligibility Supervisor
1.0 Eligibility Worker III
62.0 Eligibility Worker II/I
4.0 Sr. Office Asst./Office Asst.

Division III Intake/Outreach

1.0 Program Manager

7.0 Eligibility Supervisor
56.0 Eligibility Worker II/I
3.0 Sr. Office Asst./Office Asst.

Division IV Continuing

1.0 Program Manager

9.0 Eligibility Supervisor
63.0 Eligibility Worker II/I
4.0 Sr. Office Asst./Office Asst.

Division V Continuing

1.0 Program Manager

8.0 Eligibility Supervisor
60.0 Eligibility Worker II/I
3.0 Sr. Office Asst./Office Asst.

Division VI Call Center/LTC/Clinic

1.0 Program Manager

1.0 HSA Staff Analyst II/I
7.0 Eligibility Supervisor
1.0 Eligibility Worker III
52.0 Eligibility Worker II/I
6.0 Sr. Office Asst./Office Asst.

Division VII Continuing/IHSS/MC

1.0 Program Manager

8.0 Eligibility Supervisor
60.0 Eligibility Worker II/I
3.0 Sr. Office Asst./Office Asst.
Probation Department
- Provides adult & juvenile probation services
- Provides information to Superior Court of California, County of San Joaquin
- Operates juvenile detention and camp facilities
- Provides alternatives to detention
- Provides adult & juvenile diversion services
- Provides supervision to alternative education programs

<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021200000</td>
<td>26</td>
</tr>
<tr>
<td>2022700000</td>
<td>49</td>
</tr>
<tr>
<td>2022702000</td>
<td>64</td>
</tr>
<tr>
<td>2022702300</td>
<td>15</td>
</tr>
<tr>
<td>2022702510</td>
<td>46</td>
</tr>
<tr>
<td>2022745000</td>
<td>18</td>
</tr>
<tr>
<td>2022785000</td>
<td>22</td>
</tr>
<tr>
<td>2022800000</td>
<td>117</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>357</strong></td>
</tr>
</tbody>
</table>

Field & Court Services
- 1.0 Deputy Chief Probation Officer

Institutional Services (Page 15.5)
- 1.0 Deputy Chief Probation Officer

Juvenile Services (Page 15.2)

Adult Services (Page 15.3)

Local Community Corrections Partnership - AB109 (Page 15.4)

Research & Evaluation
- Qualitative data collection
- Data analysis & trend reporting
- 1.0 Principal Business Analyst
- 2.0 Management Analyst II/I
- 1.0 Business Analyst II/I
- 1.0 Office Assistant Specialist
- 3.0 Sr. Office Asst./Office Asst.

Background/Training
- Background investigations
- Training
- 1.0 Probation Unit Supervisor
- 1.0 Probation Officer III
- 1.0 Sr. Office Asst./Office Asst.

Administration
- 1.0 Sr. Administrative Supervisor
- 1.0 Executive Secretary

Financial Services
- Budget Preparation
- Accounting Services
- Grant Management
- Billing Processes
- Fine/Fee Collection Services
- Payroll
- Procurement
- 1.0 Management Analyst III
- 1.0 Management Analyst II/I
- 1.0 Accountant III
- 2.0 Accountant II/I
- 2.0 Accounting Technician II
- 2.0 Accounting Technician I
- 2.0 Department Payroll Specialist
- 1.0 Office Assistant Specialist
Juvenile Services

1.0 Assistant Deputy Chief Probation Officer

1.0 Office Secretary

Court Services/Justice Systems

- Juvenile Court investigations
- Juvenile Court Officers
- Juvenile assessments
- Juvenile record sealing
- Military background checks

2.0 Probation Unit Supervisor

4.0 Probation Officer III
10.0 Probation Officer II/I

Field Services

- Field supervision
- Cooperative police/probation services
- Probation services for community schools and public high schools
- Prevention/intervention services
- Gangs
- Reentry services
- Field Training

5.0 Probation Unit Supervisor

8.0 Probation Officer III
9.0 Probation Officer II/I
1.0 Social Worker Supervisor I
1.0 Social Worker III
4.0 Sr. Social Worker/Social Worker
1.0 Sr. Office Asst./Office Asst.

Placement Services

- Placement services
- Intensive field supervision

3.0 Probation Officer III
4.0 Probation Officer II/I
2.0 Sr. Office Asst./Office Asst.

Support Services

- Clerical support
- Electronic records maintenance
- Statistical collection & reporting

1.0 Office Supervisor

1.0 Office Assistant Specialist
6.0 Sr. Office Asst./Office Asst.
Adult Services

1.0 Assistant Deputy Chief Probation Officer

1.0 Office Secretary

Field Services

- Field Supervision
- Domestic Violence Supervision
- Gangs
- Violent Crimes
- Intensive Supervision
- Office of Traffic Safety Grant
- Prop 36 Services
- Deferred Entry of Judgment Supervision
- ADAP Referrals

Court Services/Conditional Restitution

- Presentence reports
- Pre-plea reports
- Conditional Restitution

1.0 Probation Unit Supervisor
1.0 Probation Officer III
6.0 Probation Officer II/I
1.0 Office Assistant Specialist
1.0 Sr. Office Asst./Office Asst.

Support Services

- Clerical support
- Electronic records management
- Statistical collection & reporting

1.0 Office Supervisor
2.0 Office Assistant Specialist
10.0 Sr. Office Asst./Office Asst.

Pretrial Services

- Cite & release
- Probable cause
- Jail population court cap management
- Pretrial Monitoring Services

2.0 Probation Unit Supervisor
2.0 Probation Officer III
3.0 Probation Officer II/I
6.0 Pretrial Sr. Program Specialist
12.0 Pretrial Program Specialist
1.0 Sr. Office Asst./Office Asst.
Local Community Corrections Partnership-AB109

1.0 Assistant Deputy Chief Probation Officer

1.0 Office Secretary

High Risk Unit
- Field supervision
- Intensive supervision
- Program referrals
- 1.0 Probation Unit Supervisor
- 3.0 Probation Officer III
- 7.0 Probation Officer II/I

Assessment Unit/Intake Services
- Victim restitution
- Program referrals
- Supervision assessment
- New Post Release Community Supervision (PRCS)/Local Community Supervision
- Risk Assessment
- New grants of probation
- Program referrals
- Victim restitution
- Supervision assessment
- 1.0 Probation Unit Supervisor
- 3.0 Probation Officer III
- 8.0 Probation Officer II/I
- 3.0 Sr. Office Asst./Office Asst.

Day Reporting Center
- Field supervision
- Prevention/Intervention Services
- Evidence-based programming
- Re-entry services
- 1.0 Probation Unit Supervisor
- 2.0 Probation Officer III
- 3.0 Probation Officer II/I
- 1.0 Sr. Office Asst./Office Asst.

Field Services (TAY)
- Field supervision
- Intensive supervision
- Program referrals
- 1.0 Probation Unit Supervisor
- 1.0 Probation Officer III
- 3.0 Probation Officer II/I

Violent Crimes
- Field supervision
- Intensive supervision
- Program referrals
- 1.0 Probation Unit Supervisor
- 3.0 Probation Officer III
- 7.0 Probation Officer II/I
Provides legal representation for indigent persons for whom the County is required to provide counsel in criminal, juvenile, & mental health matters

Budget Unit # | Allocated Positions
--- | ---
2020400000 | 92

Public Defender’s Office

1.0 Public Defender

1.0 Assistant Public Defender

Legal Division (Page 16.2)

Investigative Division

1.0 Chief Public Defender Investigator
12.0 Public Defender Investigator II/I
4.0 Public Defender Investigator Asst.

Administrative Services

1.0 Administrative Assistant II
1.0 Dept. Info Systems Analyst II
1.0 Senior Legal Technician
10.0 Legal Technician II/I
1.0 Accounting Technician II
3.0 Sr. Office Asst./Office Asst.
1.0 Paralegal II/I
Public Works Department

- Administers & provides:
  - Plan, design, construction, & maintenance of road, bridge, water & sewer systems
  - Plan, review & field inspection of subdivisions & private improvements in County rights-of-way
  - County solid waste programs
  - County Surveyor’s Office
  - Water resources

- Administers & operates:
  - Fleet Services & garage
  - Channel maintenance
  - Solid Waste
  - Special Districts
  - Sewer, water, storm drain & street lighting districts
  - Flood Control & Water Conservation District
  - Ferry Services

1.0 Director of Public Works

Operation Services
(Page 17.2)
- Channel Maintenance
- Road Maintenance
- Solid Waste
- Utility Maintenance
- Fleet Services

Engineering Services
(Page 17.6)
- Bridge Engineering
- Design Engineering
- Field Engineering
- Transportation Engineering

Development Services
(Page 17.7-17.8)
- Community Infrastructure
- County Surveyor
- Development Services
- Water Resources

Administrative Services
(Page 17.9)
- Fiscal
- Geographic Information Systems
- Central Services
- Personnel/Training
- Information Systems
- Purchasing

Budget Unit # | Allocated Positions
---|---
1016000000 | 2
2023060000 | 13
2024100000 | 28
3030101000 | 29
3030103000 | 67
3030105000 | 99
3030108000 | 5
3030900000 | 7
4040800000 | 24
8190000000 | 40
9210000040 | 92
Total | 406

Administrator Coordinator

1.0 Executive Secretary
1.0 Office Secretary

1.0 Director of Public Works

Administrator Coordinator
Operation Services

- Road & bridge maintenance
- Solid Waste planning & operations
- Utility Districts operation
- Channel Maintenance operations
- Fleet Services

1.0 Deputy Director of Public Works

Road Maintenance
(Page 17.3)

Flood Channel Maintenance

- Maintains flood control facilities in Zone 9 & 10, & San Joaquin Area Flood Control Agency Assessment District 96-1

1.0 Channel Maintenance Superintendent

1.0 Public Works Maintenance Manager
1.0 Equipment Operator Foreman
1.0 Welder
1.0 Sr. Engineering Aide
4.0 Equipment Operator II
9.0 Equipment Operator I
1.0 Pest Abatement Operator II
8.0 Highway Maintenance Worker/Maintenance Worker
1.0 Office Technician/Coordinator

Utility Maintenance

- Operates & maintains water, sanitary sewer & storm pump systems for the County-maintained Special Districts

1.0 Utility District Superintendent

1.0 Utility District Assist. Superintendent
1.0 Engineering Assistant II
2.0 Utility District Maintenance Supervisor
1.0 Utility District Lab Technician
15.0 Utility District Maintenance Worker II/I/Trainee
1.0 Equipment Operator I
1.0 Administrative Assistant I/Jr.
1.0 Sr. Office Asst./Office Asst.

Solid Waste
(Page 17.4)

Fleet Services/Equip. Maintenance
(Page 17.5)
Road Maintenance
- Traffic signs, striping, & pavement markers
- Bridge maintenance & operations
- Roadway surface maintenance
- Roadbed reconstruction
- Roadside shoulder & ditch maintenance
- Storm drain & tree maintenance
- Right of Way Abatement and Street Sweeping
- Corporation yard maintenance, services, & security
  1.0 Maintenance Superintendent

Central Area
1.0 Public Works Maintenance Manager
1.0 Equipment Operator Foreman
1.0 Tree Crew Supervisor
2.0 Equipment Operator II
5.0 Equipment Operator I
3.0 Tree Crew Worker
8.0 Hwy Maintenance Worker/Maintenance Worker

East Area
1.0 Public Works Maintenance Manager
1.0 Equipment Operator Foreman
2.0 Equipment Operator II
6.0 Equipment Operator I
7.0 Hwy Maintenance Worker/Maintenance Worker

South Area
1.0 Public Works Maintenance Manager
1.0 Equipment Operator Foreman
2.0 Equipment Operator II
7.0 Equipment Operator I
6.0 Hwy Maintenance Worker/Maintenance Worker

North Area
1.0 Public Works Maintenance Manager
1.0 Bridge Maintenance Foreman
1.0 Equipment Operator Foreman
2.0 Equipment Operator II
4.0 Bridge Maintenance Worker
3.0 Equipment Operator I
1.0 Bridge Tender
8.0 Hwy Maintenance Worker/Maintenance Worker

Traffic Maintenance
1.0 Public Works Maintenance Manager
1.0 Traffic Foreman
1.0 Traffic Striper Operator II
2.0 Traffic Striper Operator I
1.0 Traffic Sign Fabricator
9.0 Hwy Maintenance Worker/Maintenance Worker

<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>3030105000</td>
<td>99</td>
</tr>
</tbody>
</table>
### Solid Waste Division

1.0 Integrated Waste Manager

#### Administration

- Recordkeeping/reporting
- Accounting/budgeting
- Contract administration
- Mandatory refuse collection
- Payroll/clerical

1.0 Management Analyst III

2.0 Administrative Assistant II/I/Jr
1.0 Accountant II/I
2.0 Accounting Technician I
1.0 Office Supervisor
2.0 Sr. Office Asst./Office Asst.

#### Planning

- Legislative & regulatory review
- Waste reduction
- Household hazardous waste
- Public education & marketing
- Regional planning
- Recycling
- Solid waste plan preparation

1.0 Management Analyst III

3.0 Management Analyst II/I

#### Operations

- Lovelace Materials Recovery Facility & Transfer Station
- Transfer operations
- Foothill Sanitary Landfill
- North County Recycling Center & Sanitary Landfill
- Corral Hollow Sanitary Landfill
- Harney Lane Sanitary Landfill

1.0 Solid Waste Operations Manager

2.0 Solid Waste Site Manager
1.0 Household Hazardous Waste Ops Coordinator
5.0 Solid Waste Recovery Supervisor
1.0 Senior Transfer Truck Driver
4.0 Heavy Equipment Mechanic
11.0 Transfer Truck Driver
1.0 Equipment Maintenance Foreman
1.0 Equipment Operator Foreman
6.0 Equipment Operator II
3.0 Equipment Operator I
12.0 Senior Solid Waste Recovery Worker
2.0 Office Supervisor
8.0 Cashier Clerk
16.0 Solid Waste Recovery Worker

#### Engineering

- Regulatory review & compliance
- Facility planning & design
- Facility construction & administration
- Preparation of permitting documents
- Preparation of operation plans & reports
- Groundwater & gas monitoring
- Gas control system operations

1.0 Engineer V

2.0 Engineer IV/III/II/I
1.0 Engineering Assistant II

---

County of San Joaquin 2021-2022 Organizational Chart
Fleet Services

- Procures & pools vehicles
- Maintains light & heavy equipment, ferry, Sheriff’s vehicles, & bridges
- Procures parts & maintains parts inventory
- Internal Service Fund accounting

1.0 Fleet Manager

<table>
<thead>
<tr>
<th>Heavy/Light Equipment Repair</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0  Equipment Maintenance Foreman</td>
</tr>
<tr>
<td>2.0  Automotive Maintenance Foreman</td>
</tr>
<tr>
<td>7.0  Heavy Equipment Mechanic</td>
</tr>
<tr>
<td>9.0  Automotive Mechanic</td>
</tr>
<tr>
<td>2.0  Equipment Services Worker III</td>
</tr>
<tr>
<td>3.0  Equipment Services Worker II</td>
</tr>
<tr>
<td>1.0  Motor Pool Specialist</td>
</tr>
<tr>
<td>4.0  Equipment Service Worker I</td>
</tr>
<tr>
<td>1.0  Garage Attendant</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fleet Services Storeroom</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0  Equipment Parts Room Supervisor</td>
</tr>
<tr>
<td>3.0  Fleet Parts Specialist</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fleet Services Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0  Management Analyst III</td>
</tr>
<tr>
<td>1.0  Management Analyst II/I</td>
</tr>
<tr>
<td>3.0  Accounting Technician I</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>8190000000</td>
<td>40</td>
</tr>
</tbody>
</table>
### Development Services

1.0 Deputy Director of Public Works

#### Development Services

1.0 Engineering Services Manager

#### County Surveyor

- Survey monument preservation coordination
- Final subdivision & parcel map review
- Record of survey review
- Grant & easement deed development & review
- Right-of-way research
- Benchmark establishment and maintenance
- Official corner records
- Certificates of correction
- Official County map maintenance
- Legal description development & review
- Historical aerial photo reviews

1.0 Assistant County Surveyor

1.0 Engineering Assistant I

#### Community Infrastructure - Engineering Services

- Spec District administration
- CIP development & implementation
- CDBG program administration
- Zone F formations
- Annexations
- Street light program
- Special district budget development, admin, & assess
- Will Serve & out of agency determinations
- Utility capacity analysis
- Franchise management
- Development review - utilities & street
- Infrastructure asset management program
- Proposition 218 processes for special districts

1.0 Engineer V

2.0 Engineer IV/III/II/I
1.0 Engineering Assistant III
2.0 Management Analyst II/I
1.0 Administrative Assistant I/Jr.

#### Public Works Development Services

- Development application review/development agreements
- Areas of benefit/infrastructure reimbursement program
- City development, planning, & LAFCo referrals
- Community Development Department liaison
- Private road plan review
- Improvement plan checking
- Transportation & encroachment permits
- Infrastructure information
- County Airport Dev. review
- TIMF & WIMF calculations & collections
- Irrevocable offer of dedication processing
- General Plan update
- Deferred frontage improvement agreements

1.0 Engineer IV/III/II/I
1.0 Engineering Assistant III
1.0 Engineering Assistant II
1.0 Engineering Assistant I
1.0 Sr. Engineering Aide/Eng. Aide

#### Water Resources (Page 17.8)

---

<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1016000000</td>
<td>2</td>
</tr>
<tr>
<td>3030108000</td>
<td>5</td>
</tr>
<tr>
<td>3030900000</td>
<td>7</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>14</strong></td>
</tr>
</tbody>
</table>
### Water Resources

- Coordinates water policy & implementation plans
- Coordinates efforts to secure supplemental water supplies
- Provides staff support to:
  - Advisory Water Commission
  - Delta Counties Coalition Supervisors
  - Mokelumne River Water & Power Authority
- Coordinates activities & provides staff support to the Eastern SJ County Groundwater Authority & Tracy Subbasin GSP Coordination Committee
- Monitors water supply & drought condition; performs groundwater monitoring & investigations; maintains Groundwater Data Center
- Coordinates Inter-Regional Water Mgmt planning & coordination; secures grants for local & regional efforts
- Defends Delta water rights & interests
- Administers NPDES stormwater program
- Performs NFIP floodplain administration
- Conducts flood prevention studies & outreach
- Issues permits for work within watercourses
- Monitors flood warning system

#### 1.0 Water Resource Coordinator

- 2.0 Engineer V
- 2.0 Engineer IV/III/II/I
- 1.0 Management Analyst III
- 3.0 Management Analyst II/I
- 1.0 Engineering Assistant II
- 1.0 Engineering Assistant I
- 1.0 Administrative Assistant II
- 1.0 Administrative Assistant I/Jr.
Administrative Services

- Fiscal
- Geographic Information Systems
- Central services
- Personnel/training
- Information systems
- Purchasing

Fiscal
- Fund accounting
- Project cost accounting
- Purchasing/accounts payable
- Special district accounting
- Receivables & inventories
- Computer operations
- Payroll
- Audits/fiscal monitoring
- Personnel Liaison
- Training coordination
- 1.0 Accounting Manager
  - 1.0 Accountant III
  - 2.0 Accountant II/I
  - 1.0 Administrative Asst. I/Jr.
  - 1.0 Accounting Technician II
  - 2.0 Accounting Technician I
  - 1.0 Data Technician II
  - 1.0 Department Payroll Spec
  - 1.0 Sr. Office Asst./Office Asst.

Central Services
- Clerical
- Duplicating
- Mail distribution
- Office supplies
- Records management
- 1.0 Office Supervisor
  - 1.0 Public Works Records Supervisor
  - 4.0 Sr. Office Asst./Office Asst.

Geographical Information Systems
- Mapping
- GIS Report & Application Development
- GIS Technical Support to Divisions
- 1.0 Principal GIS Analyst
  - 1.0 Associate GIS Analyst
  - 1.0 GIS Specialist II/I

Information Systems
- Assists with system planning & development
- Hardware & software acquisition
- Systems installation & diagnostic assistance
- Maintenance contracts
- Orientation training
- Communications & telephones
- 1.0 Inf. Systems Analyst V
  - 1.0 Dept Info Sys Spec II/I

Purchasing
- Assists with purchasing goods & services
- Develops specifications & requests for bids
- Develops service contracts
- 1.0 Deputy Purchasing Agent

* Positions allocated in the ISD budget
** Position allocated in the Purchasing budget
Medical Staff Services

1.0 Medical Staff Coordinator
   1.0 Residency Training Program Manager
   2.0 Credentialing Specialist
   2.0 Office Secretary

1.0 Medical Librarian

1.0 Medical Library

1.0 Executive Secretary

Administrative Office
Human Resources

1.0 Deputy Director - Hospital HR

3.0 Departmental Personnel Analyst
2.0 Office Technician/Coordinator
2.0 Sr. Office Asst./Office Asst.

San Joaquin General Hospital
Hospital/Volunteer Services

1.0 Sr. Office Asst./Office Asst.
Nursing Departments

1.0 Hospital Chief Nursing Officer

Nursing Administration

1.0 Business Analyst II/I
1.0 Administrative Secretary
1.0 Office Technician/Coordinator
3.0 Sr. Office Asst./Office Asst.

3.0 Nursing Dept. Manager - Inpatient

Surgery, Recovery & Anesthesiology

1.0 Perioperative Services Director

3.0 Staff Nurse V-ADM - Inpatient
1.0 Staff Nurse V-Clinical Nurse - Inpatient
5.0 Nurse Practitioner Sr./II/I
32.0 Staff Nurse IV - Inpatient
9.0 Staff Nurse III - Inpatient
1.0 Staff Nurse II - Inpatient/Ambulatory
2.0 Staff Nurse I - Inpatient/Ambulatory
3.0 Licensed Vocational Nurse/Sr.
4.0 Senior Operating Room Technician
16.0 Operating Room Tech II/I
5.0 Hospital Unit Clerk
2.0 Nursing Assistant/Trainee
1.0 Sr. Office Asst./Office Asst.

Trauma Unit

1.0 Deputy Director-Trauma

2.0 Nurse Practitioner Sr./II/I - Inpatient
1.0 Staff Nurse V-ADM - Inpatient
1.0 Staff Nurse V-Clinical Nurse—Ambulatory
6.0 Staff Nurse IV - Ambulatory
2.0 Staff Nurse I - Inpatient/Ambulatory
4.0 Trauma Registrar II/I
1.0 Office Technician/Coordinator

Sterile Processing

1.0 Sterile Processing Technician Supervisor

11.0 Sterile Processing Technician II/I
1.0 Staff Nurse I - Inpatient/Ambulatory
Nursing Departments

1.0 Deputy Director II/I - SJGH

Case Management

1.0 Staff Nurse V-ADM - Inpatient
9.0 Staff Nurse IV - Ambulatory
1.0 Staff Nurse III - Ambulatory
1.0 Staff Nurse I - Inpatient/Ambulatory

Medical Social Services

1.0 Clinical Social Worker III
7.0 Clinical Social Worker II/I
1.0 Hospital Unit Clerk
1.0 Sr. Office Asst./Office Asst.
Ambulatory Care Services

Women’s & Children’s Health

Children’s Health Services

1.0 Staff Nurse V - ADM - Inpatient
1.0 Staff Nurse IV - Inpatient
1.0 Outpatient Clinic Assistant
County of San Joaquin 2021-2022 Organizational Chart

Dietary

Cafeteria

1.0 Baker
1.0 Food Service Supervisor
7.0 Food Service Worker III/II/I

1.0 Food Service Asst. Director
2.0 Food Service Supervisor
14.0 Food Service Worker III/II/I
2.0 Sr. Office Asst./Office Asst.
1.0 Storekeeper I
Physical Medicine & Rehabilitation

1.0 Therapy Services Manager

Physical Therapy

1.0 Physical Therapist IV-ADM
3.0 Physical Therapist IV-Clinical
3.0 Physical Therapist-Senior
1.0 Physical Therapist-Senior
1.0 Physical Therapist
1.0 Physical Therapist Assistant
1.0 Sr. Office Asst./Office Asst.

Occupational Therapy

1.0 Occupational Therapist - Senior
1.0 Occ. Therapist - Clinical Specialist
1.0 Occupational Therapist Asst.
1.0 Sr. Office Asst./Office Asst.

Speech Therapy

2.0 Speech Therapist IV-Clinical
1.0 Speech Therapist II-Staff
1.0 Audiologist
1.0 Sr. Office Asst./Office Asst.
County Support to PPH-FQHC
(San Joaquin County Clinics)

SJCC Chief Executive Officer

Medical Staff
1.0 Physician Manager
15.0 Physician

Quality Improvement
1.0 Clinic Services Coordinator
2.0 Outpatient Clinic Assistant
2.0 Staff Nurse III - Ambulatory
1.0 Staff Nurse IV - Ambulatory

FQHC Administration
2.0 Management Analyst III
2.0 Clinic Services Coordinator
1.0 Dept Info Systems Manager
2.0 Manager of Admin & Utilization Review
1.0 Office Secretary
2.0 Accountant II
1.0 Office Supervisor
1.0 Office Systems Specialist
1.0 Outpatient Clinic Assistant
1.0 Office Technician Coordinator

Primary Medicine Clinic
1.0 Pharmacist - Clinical
1.0 Staff Nurse IV
1.0 Staff Nurse III
4.0 Outpatient Clinic Assistant
4.0 Patient Registration Clerk

Children’s Health Services
1.0 Staff Nurse IV
1.0 Licensed Vocational Nurse
2.0 Patient Registration Clerk
8.0 Outpatient Clinic Assistant

Family Med Clinic– CA Street
1.0 Nurse Practitioner II
5.0 Outpatient Clinic Assistant
1.0 Patient Registration Clerk

Children’s Health Services
1.0 Staff Nurse IV
1.0 Licensed Vocational Nurse
2.0 Patient Registration Clerk
8.0 Outpatient Clinic Assistant

Family Medicine Clinic
2.0 License Vocational Nurse
10.0 Outpatient Clinic Assistant
3.0 Patient Registration Clerk

Outreach
1.0 Clinic Services Coordinator
1.0 Staff Nurse IV—Ambulatory
1.0 Management Analyst III

Healthy Beginnings

HB French Camp
1.0 Nurse Practitioner II
1.0 Patient Registration Clerk
8.0 Outpatient Clinic Assistant

HB California Street
1.0 Staff Nurse IV
1.0 Licensed Vocational Nurse
6.0 Outpatient Clinic Assistant
1.0 Sr. Office Asst./Office Asst.
2.0 Patient Registration Clerk

Phone Center
1.0 Office Supervisor
5.0 Outpatient Clinic Assistant
6.0 Sr. Office Asst./Office Asst.
1.0 Patient Office Asst.
2.0 Office Systems Specialist

County Support to PPH-FQHC
(San Joaquin County Clinics)

Budget Allocated

4049800000 120
<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021602000</td>
<td>7</td>
</tr>
<tr>
<td>2021609000</td>
<td>2</td>
</tr>
<tr>
<td>2021614000</td>
<td>21</td>
</tr>
<tr>
<td>2021615000</td>
<td>8</td>
</tr>
<tr>
<td>2021619000</td>
<td>11</td>
</tr>
<tr>
<td>2021620000</td>
<td>173</td>
</tr>
<tr>
<td>2021622000</td>
<td>35</td>
</tr>
<tr>
<td>2021626000</td>
<td>52</td>
</tr>
<tr>
<td>2021627000</td>
<td>1</td>
</tr>
<tr>
<td>2021628000</td>
<td>54</td>
</tr>
<tr>
<td>2021635000</td>
<td>17</td>
</tr>
<tr>
<td>2021645000</td>
<td>33</td>
</tr>
<tr>
<td>2021649000</td>
<td>6</td>
</tr>
<tr>
<td>2021650000</td>
<td>29</td>
</tr>
<tr>
<td>2021655000</td>
<td>1</td>
</tr>
<tr>
<td>2021657000</td>
<td>1</td>
</tr>
<tr>
<td>2021658000</td>
<td>54</td>
</tr>
<tr>
<td>2022600000</td>
<td>326</td>
</tr>
<tr>
<td>2022610000</td>
<td>34</td>
</tr>
<tr>
<td>2022620000</td>
<td>9</td>
</tr>
<tr>
<td>2025700000</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>878</strong></td>
</tr>
</tbody>
</table>

**Sheriff-Public Administrator**
- Preserves the peace
- Enforces the law
- Administers contract policing for Lathrop/Mountain House
- Serves court processes
- Operates correction & detention facilities
- Provides bailiff services for Superior Court
- Investigates and administers estates of persons who die with no appropriate person willing or able to administer estate
- Animal Services

1.0 Sheriff-Coroner-Public Administrator (Elected)

**Administrative Support**
- 1.0 Administrative Assistant I
- 1.0 Executive Secretary

**Internal Affairs**
- 2.0 Sergeant
- 1.0 Sr. Office Asst./Office Asst.

**Operations**
1.0 Assistant Sheriff-Coroner Public Administrator

**Custody**
1.0 Correctional Asst. Sheriff

Investigations Division
- Investigates crimes
- Prepares cases for complaint & court
- Processes extraditions
- Crime scene investigation
- Field support to other divisions for major crimes

1.0 Sheriff’s Captain

1.0 Lieutenant

2.0 Sr. Office Asst./Office Asst.

Cold Case Unit
- Investigates cold cases

1.0 Sergeant

4.0 Deputy Sheriff II/I/Trainee
1.0 Sr. Office Asst./Office Asst.

Child Abuse & Sexual Assault
- Investigates rapes, crimes against children, sexual abuse, & elder abuse
- Tracks registered sex offenders
- Human Trafficking task force

1.0 Sergeant

1.0 Sergeant

1.0 Deputy Sheriff II/I/Trainee

Persons Crimes
- Investigates homicide and robbery

1.0 Sergeant

7.0 Deputy Sheriff II/I/Trainee

Property Crimes
- Investigates crimes against persons

3.0 Deputy Sheriff II/I/Trainee

Technical Services
- Processes crime scene evidence, Cal ID & photo lab

1.0 Evidence Technician III
13.0 Evidence Technician II

High-Tech Crimes

1.0 Deputy Sheriff II/I/Trainee

Joint Terrorism Task Force
1.0 Deputy Sheriff II/I/Trainee
Field Forces - Uniformed Patrol

- Law enforcement; rescue & emergency; & contract services
- Emergency Communications Center
- Animal Services

1.0 Sheriff's Captain

Administrative
- Administration support
- Crime Prevention Unit
- S.T.A.R.S.
- Deputy Sheriff Reserves
- Online Reports
- Towed/Impounded Vehicles
- Case Management

1.0 Lieutenant

2.0 Sergeant
1.0 Deputy Sheriff II/I/Trainee
1.0 Civilian Crime Prevention Coordinator
1.0 Civilian Crime Prevention Asst.
1.0 Sr. Office Asst./Office Asst.

Communications
- Receives & dispatches radio & telephone

1.0 Lieutenant

6.0 Comm. Dispatcher IV
6.0 Comm. Dispatcher III
21.0 Comm. Dispatcher II/I
1.0 Sr. Office Asst./Office Asst.

Patrol
- Enforces law in County

4.0 Lieutenant

10.0 Sergeant
98.0 Deputy Sheriff II/I/Trainee

Animal Services
- 1.0 Sergeant
10.0 Animal Services Officer II/I
1.0 Sr. Office Asst./Office Asst.

Mountain House Police Serv.
- 1.0 Sergeant
7.0 Deputy Sheriff II/I/Trainee

Critical Response Team Management
- Special Weapons & Tactics
- Canine Program
- Bomb Squad
- Hostage Negotiations Team
- Unmanned Aircraft Systems
- Mobile Field Force Team

1.0 Lieutenant

Boating Safety
- Enforces Harbor & Navigation, Fish & Game laws
- Investigates boating accidents & BUI violations
- Search, rescue & victim recovery

1.0 Sergeant
6.0 Deputy Sheriff II/I/Trainee
Field Forces - Special Services Division

- Community Car Program
- Coordinate Sheriff’s response to long term community problems
- Coordinate with allied agencies on response to quality of life issues

1.0 Sheriff’s Captain

1.0 Sr. Office Asst./Office Asst.

Community Revitalization Unit
- Works with allied agencies to address the homeless population and mentally ill
- Enforcement of commercial marijuana and hemp laws

1.0 Lieutenant

Community-Oriented Policing
- Community Car Program
- Motor Units

1.0 Lieutenant

2.0 Sergeant
20.0 Deputy Sheriff II/I/Trainee

AGNET
- Investigates agricultural, gangs, and narcotics crimes

1.0 Lieutenant

2.0 Sergeant
18.0 Deputy Sheriff II/I/Trainee

School Resource Officer
- Researches crime trends and provides actionable intelligence for enforcement and planning

4.0 Deputy Sheriff II/I/Trainee

Airport Security
- 1.0 Deputy Sheriff II/I/Trainee

Auto Theft Task Force
- 1.0 Deputy Sheriff II/I/Trainee

1.0 Sr. Office Asst./Office Asst.

CCP Task Force
- 1.0 Deputy Sheriff II/I/Trainee

1.0 Deputy Sheriff II/I/Trainee

Crime Analysis
- 1.0 Supervising Crime Analyst
- 5.0 Crime Analyst

1.0 Sergeant
8.0 Deputy Sheriff II

1.0 Sr. Office Asst./Office Asst.

4.0 Deputy Sheriff II/I/Trainee
Metro Narcotics Task Force

- Investigates drug-related crimes

1.0 Sheriff's Captain

1.0 Lieutenant

1.0 Sergeant
6.0 Deputy Sheriff II/I/Trainee
1.0 Sr. Office Asst./Office Asst.

(Additional 4.0 FTE supplied by other Task Force agencies)

Lathrop Police Services

- Contract policing for City of Lathrop

1.0 Sheriff's Captain

1.0 Lieutenant

3.0 Sergeant
24.0 Deputy Sheriff II/I/Trainee
Inmate Programs

1.0 Inmate Programs Director
- Library Services
- Volunteer Programs
- Inmate Recreation
- GED / Education
- Vocational Training Programs

1.0 Correctional Captain

Custody Programs and Projects

Records
- Maintains criminal & custody records
- Control 5 radio dispatch
1.0 Correctional Lieutenant

2.0 Senior Administrative Supervisor
8.0 Office Supervisor
34.0 Office Assistant Specialist
13.0 Sr. Office Asst./Office Asst.

Inmate Programs
- Library Services
- Volunteer Programs
- Inmate Recreation
- GED / Education
- Vocational Training Programs
1.0 Inmate Programs Director

2.0 Inmate Case Worker
2.0 Sr. Social Worker
1.0 Jail Librarian
1.0 Custody Recreation Supervisor
2.0 Custody Recreation Assistant
1.0 Sr. Office Asst./Office Asst.

Custody Training
- Correctional Officer Training Program
1.0 Correctional Sergeant
4.0 Correctional Officer/Trainee

Compliance
1.0 Correctional Sergeant

Realignment Unit
- AB109 legislation and data
1.0 Correctional Lieutenant

1.0 Correctional Sergeant
2.0 Correctional Officer/Trainee
1.0 Office Assistant Specialist

Population Management
2.0 Office Assistant Specialist
Professional Standards Division

1.0 Sheriff’s Captain

1.0 Lieutenant

Training/Backgrounds

- Department training
- Background investigations
- Policies & procedures
- Armorer
- Carry Concealed Weapon permits
- Honor Guard

2.0 Sergeant

1.0 Departmental Personnel Analyst
4.0 Deputy Sheriff II/I/Trainee
2.0 Background Investigator
1.0 Office Technician/Coordinator
1.0 Sr. Office Asst./Office Asst.

Evidence Room

- Processes & stores evidence

1.0 Sergeant
2.0 Deputy Sheriff II/I/Trainee
4.0 Evidence Custodian

Public Information

2.0 Deputy Sheriff II/I/Trainee
1.0 Correctional Officer/Trainee
Courts/Civil
- Provides security services to Unified Courts & Juvenile Courts
- Civil Process

1.0 Sheriff's Captain

1.0 Lieutenant

Court Services
- Unified Courts of San Joaquin County
- Juvenile Court

5.0 Sergeant
40.0 Deputy Sheriff II/I/Trainee
8.0 Correctional Officer/Trainee

Civil
- Serves processes as ordered by the court

1.0 Sergeant
4.0 Deputy Sheriff II/I/Trainee
1.0 Sr. Social Worker
2.0 Civil Process Server
1.0 Office Supervisor
6.0 Sr. Office Asst./Office Asst.
Stockton Metropolitan Airport

- Promotes the development of Airport land & facilities
- Plans, develops & implements construction, repairs & remodeling projects for the Airport
- Directs daily operations of the Airport
- Prepares & administers the department budget
- Reviews all facets of the organization & initiates changes consistent with the growth & importance of this unique regional asset

1.0 Airport Director

1.0 Airport Deputy Director

Finance Division
- Administers Airport Enterprise Fund Accounting & Finance System
- Prepares & monitors department budget
- Administers & coordinates grant funding & projects
- Oversees Airport DBE & PFC Programs
1.0 Accountant II/I

Operations Division
- Oversees day-to-day airfield operations, inspections, & Airport security activities in compliance with TSA & FAA requirements
- Coordinates emergency response activities with other agencies
- Maintains & monitors access control & CCTV systems
- Oversees Airport security & movement area training programs
1.0 Airport Operations Supervisor

5.0 Airport Operations Specialist/Worker

Maintenance Division
- Maintains new & existing Airport facilities
- Maintains airfield runways, taxiways, aprons, Airport roadways, parking lot, Airport buildings, hangars, landscaping & grounds
- Maintains terminal building facility & equipment
- Maintains airfield electrical equipment & lighting
1.0 Crafts Worker IV
2.0 Crafts Worker III
2.0 Crafts Worker II/I

Administration Division
- Provides secretarial, clerical & some accounting functions for the department
1.0 Administrative Assistant I/Jr.
1.0 Office Assistant Specialist

Budget Unit # | Allocated Positions
--- | ---
9230901000 | 16

County of San Joaquin 2021-2022 Organizational Chart
### Treasurer-Tax Collector
- Safeguard monies & invest surplus funds
- Collects property & transient occupancy taxes
- Collect debts owed to San Joaquin County
- Trustee to the San Joaquin County Retirement Board

#### Budget
<table>
<thead>
<tr>
<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1011000000</td>
<td>26</td>
</tr>
<tr>
<td>1011600000</td>
<td>15</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>41</strong></td>
</tr>
</tbody>
</table>

#### Revenue & Recovery Division (Page 225.2)
- **Treasury Division**
  - Manage cash flow
  - Invest surplus funds
  - Manages banking services
  - Process & deposits checks
  - Maintain unclaimed properties
  - Support debt financing
  - **1.0 Chief Deputy Treasurer**
  - **1.0 Accounting Technician II**
  - **2.0 Accounting Technician I**
  - **1.0 Sr. Office Asst./Office Asst.**

#### Delinquent Unsecured Tax
- 1.0 Accounting Technician II
- 1.0 Tax Collection Specialist

#### Delinquent Secured Tax
- 1.0 Accounting Technician II
- 1.0 Accounting Technician I
- **1.0 Sr. Office Asst./Office Asst.**

#### Secured Tax
- 1.0 Accounting Technician II
- 1.0 Accounting Technician I
- **1.0 Office Assistant Specialist**
- **3.0 Sr. Office Asst./Office Asst.**

#### Unsecured Tax
- 1.0 Accounting Technician II
- 1.0 Accounting Technician I
- **1.0 Sr. Office Asst./Office Asst.**

#### Tax Collection Division
- Distribute secured & unsecured property tax bills
- Collect & enforce tax payment
- Arrange payment plans
- Sell tax defaulted properties
- Collects transient occupancy tax
- Issue business & peddler’s licenses
- **1.0 Management Analyst III**

#### Accounting
- 1.0 Accountant III/II/I
- 1.0 Accounting Technician II
- 1.0 Accounting Technician I
Revenue & Recovery Division
- Collect monies owed to the County & take appropriate legal action to secure such accounts

Assistant Treasurer-Tax Collector

Collection Unit
- Collect monies due to the County
- Locate debtors, assets, & employment to satisfy debts
- Make payment arrangements
- Identify debts to take legal action
- Appear & testify in court

1.0 Collections Supervisor
7.0 Sr. Collections Clerk/Collections Clerk II/I

Accounting Unit
- Provide accounting services
- Process payments & correspondences
- Prepare legal actions in superior & small claims court
- Prepare writs, order of examination, & creditor’s claims.

1.0 Accounting Technician II
2.0 Accounting Technician I
2.0 Office Assistant Specialist
2.0 Sr. Office Asst./Office Asst.
INDEX

Agricultural Commissioner ............................................. 1.1-1.2
  - Agricultural Division ............................................. 1.2

Airport (see Stockton Metropolitan Airport)

Assessor-Recorder-County Clerk ................................. 2.1-2.5
  - Assessor-Recorder-County Clerk's Office .............. 2.1
  - Real Property Division .................................. 2.2
  - Commercial/Business Division ......................... 2.3
  - Standards Division ...................................... 2.4
  - Recorder-County Clerk Division .................... 2.5

Auditor-Controller ....................................................... 3.1-3.2
  - Auditor-Controller's Office ............................ 3.1
  - General Accounting Division .......................... 3.2

Board of Supervisors/Clerk of the Board .................. 4.1

Child Support Services ................................................ 5.1-5.2
  - Operations ................................................ 5.2

Clerk of the Board (see Board of Supervisors)

Communications (see CAO)

Community Development ............................................... 6.1-6.4
  - Community Development Department .............. 6.1
  - Building Inspection Division ....................... 6.2
  - Planning/Development Services Division ........ 6.3
  - Code Enforcement/GIS/Fire Prevention ............ 6.4

Controller (see Auditor-Controller)

Cooperative Extension .................................................. 7.1

Coroner (see Medical Examiner - Health Care Services)

County Administrator (CAO) ........................................... 8.1-8.11
  - County Administrator's Office ......................... 8.1
  - General Services ........................................ 8.2
  - Facilities Management ................................ 8.3
  - Parks & Recreation ....................................... 8.4
  - Human Resources ......................................... 8.5-8.6
  - Information Systems Division ....................... 8.7
  - Information Systems ..................................... 8.8
  - Communications .......................................... 8.9
  - Registrar of Voters ...................................... 8.10
  - Purchasing & Support Services ....................... 8.11

County Clerk (see Assessor-Recorder-County Clerk)

County Counsel ......................................................... 9.1

District Attorney ....................................................... 10.1-10.5
  - District Attorney's Office ............................. 10.1
  - Criminal Division ......................................... 10.2-10.3
  - Special Operations Division ......................... 10.4
  - Bureau of Investigations ............................. 10.5

Employment & Economic Development ..................... 11.1-11.4
  - Employment & Economic Development ............. 11.1
  - Customer Services ....................................... 11.2
  - Planning/Evaluation & Contracts Management .... 11.3
  - Information Systems ...................................... 11.3
  - Economic Development Center ...................... 11.3
  - Financial & Facilities Management Division .... 11.4

Environmental Health .................................................. 12.1

Equal Employment Opportunity (see CAO - Human Resources)

Facilities Management (see CAO-General Services)

Government Buildings (see CAO - General Services)
INDEX

Health Care Services .................................................. 13.1-13.24
  - Health Care Service Agency .................................. 13.1
  - Emergency Medical Services ................................. 13.2
  - Behavioral Health Administration .......................... 13.3
  - Mental Health Services ...................................... 13.4-13.10
    - Forensic Services .......................................... 13.5
    - Adult/Older Adult Services ............................... 13.6
    - Inpatient Services/Crisis Services ...................... 13.7
    - Children's Services ...................................... 13.8
    - Mental Health Services Act/Specialty Services ...... 13.9
    - Mental Health Pharmacy .................................. 13.10
  - Public Guardian/Conservator Services ................. 13.11
  - Substance Abuse Services ................................. 13.12-13.15
    - Community Services/Prevention ......................... 13.13
    - Outpatient Services ..................................... 13.14
    - Residential Services .................................... 13.15
  - Correctional Health Services .............................. 13.16
  - Public Health Services .................................... 13.17-13.21
    - Public Health Services .................................. 13.17
    - Administration & Finance ................................ 13.18
    - Disease Control & Prevention Programs .............. 13.19
    - Children's Medical Services ............................ 13.20
    - Family Health Programs & Health Promotion ......... 13.21
  - Veterans Services Office .................................. 13.22
  - Medical Examiner ............................................ 13.23
  - Neighborhood Preservation ................................ 13.24

Human Resources (see CAO)

Human Services Agency ........................................... 14.1-14.6
  - Human Services Agency ..................................... 14.1
  - Administration ................................................ 14.2
  - Children's Services ......................................... 14.3
  - Adult & Community Services ............................... 14.4
  - Income Maintenance ........................................ 14.5
  - Employment & Youth Services .............................. 14.6

Information Systems Division (see CAO)

Mental Health Services (see Health Care Services)

Office of Emergency Services (see CAO - General Services)

Parks & Recreation (see CAO - General Services)

Probation ................................................................. 15.1-15.5
  - Probation Department ........................................ 15.1
  - Juvenile Services ........................................... 15.2
  - Adult Services ................................................ 15.3
  - Local Community Corrections Partnership - AB 109 .... 15.4
  - Institutional Services ....................................... 15.5

Public Defender ....................................................... 16.1-16.2
  - Public Defender's Office ................................... 16.1
  - Legal Divison .................................................. 16.2

Public Health Services (see Health Care Services)

Public Works ............................................................ 17.1-17.9
  - Public Works Department .................................. 17.1
  - Operation Services .......................................... 17.2
  - Road Maintenance ............................................ 17.3
  - Solid Waste Division ........................................ 17.4
  - Fleet Services ................................................ 17.5
  - Engineering Services ....................................... 17.6
  - Development Services/Water Resources ................. 17.7-17.8
  - Administrative Services ................................... 17.9

Purchasing & Support Services (see CAO)

Recorder (see Assessor-Recorder-County Clerk)

Registrar of Voters (see CAO)
INDEX

Revenue & Recovery (see Treasurer-Tax Collector) .................................................. 18.1-18.20
San Joaquin General Hospital ................................................................. 18.1-18.20
- San Joaquin General Hospital ............................................................ 18.1
- Medical Staff ................................................................. 18.2
- Graduate Medical Education Program ........................................ 18.3
- Medical Staff Services ............................................................... 18.4
- Information Systems ................................................................. 18.5
- Finance ................................................................. 18.6
- Human Resources/Volunteer Services ........................................ 18.7
- Nursing Departments ................................................................. 18.8-18.11
  - Cardiac Cath Lab, EKG, Resp Care, ICN,
    Escort & Errand, Float Pool, Labor & Delivery,
    Pediatrics ................................................................. 18.8
  - Nursing Admin., Surgery/Recovery/Anesthesiology,
    Trauma Unit ................................................................. 18.9
  - Case Management, Medical Social Services .................... 18.10
  - PCU, Med/Surg, ER, ICU, Dialysis,
    CDCR Med Guarded Unit, Nursing Education ........ 18.11
- Ambulatory Care Services ............................................................. 18.12-18.13
  - Ambulatory Care Services .................................................. 18.12
  - Women's & Children's Health ........................................ 18.13
- Support Services ................................................................. 18.14-18.19
  - Pharmacy, Housekeeping, Dietetics, Security ........ 18.14
  - Dietary ................................................................. 18.15
  - Clinical Lab & Pathology .................................................. 18.16
  - Diagnostic Imaging .......................................................... 18.17
- Physical Medicine & Rehabilitation ........................................ 18.18
- Plant Maintenance, Operations & Biomedical .................. 18.19
SJ County Clinics (County Support to PPH-FQHC) .......... 19.1
Sheriff-Public Administrator .......................................................... 20.1-20.10
  - Internal Affairs/Administrative Support ....................... 20.1
  - Investigations Division .................................................. 20.2
  - Field Forces .......................................................... 20.3-20.4
  - Metro Narcotics Task Force ........................................ 20.5
  - Lathrop Police Services .................................................. 20.5
  - Custody Jail Operations .................................................. 20.6
  - Custody Programs & Projects ........................................ 20.7
  - Professional Standards .................................................. 20.8
  - Courts/Civil .......................................................... 20.9
  - Administrative Services .............................................. 20.10
Stockton Metropolitan Airport ...................................................... 21.1
Substance Abuse Services (see Health Care Services)
Treasurer-Tax Collector .............................................................. 22.1-22.2
  - Treasurer-Tax Collector .................................................. 22.1
  - Revenue & Recovery Division ........................................ 22.2
Veterans Services (see Health Care Services)