



Office of the County Administrator

Jerome C. Wilverding, County Administrator Sandra Regalo, Assistant County Administrator

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

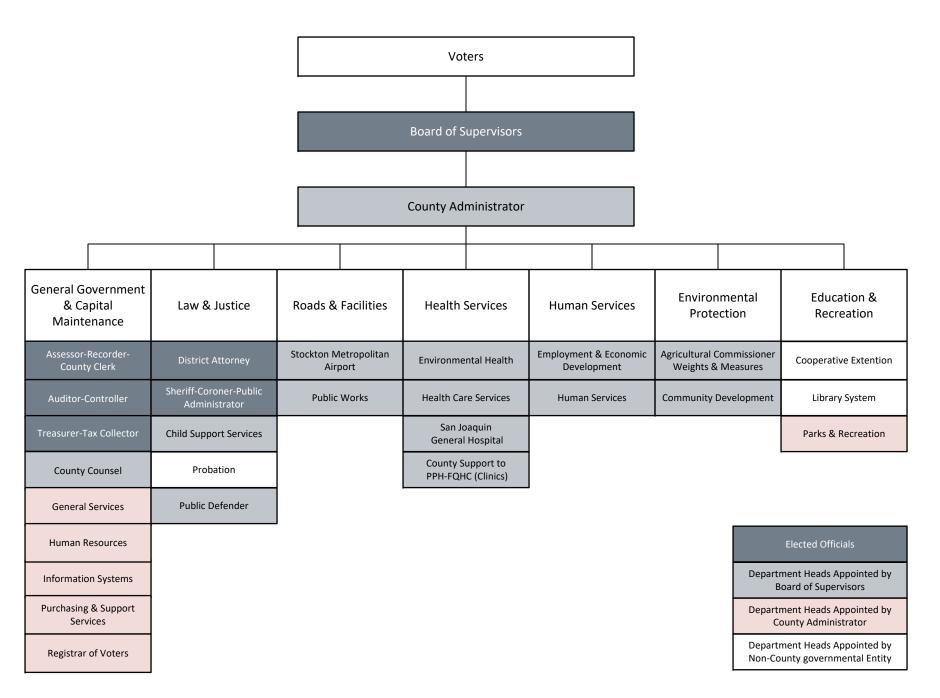
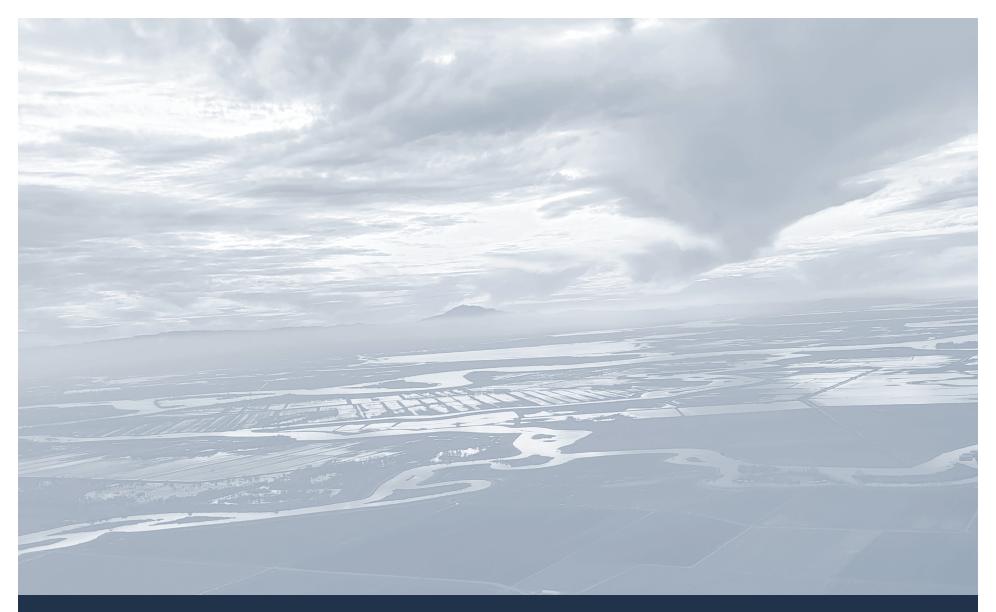


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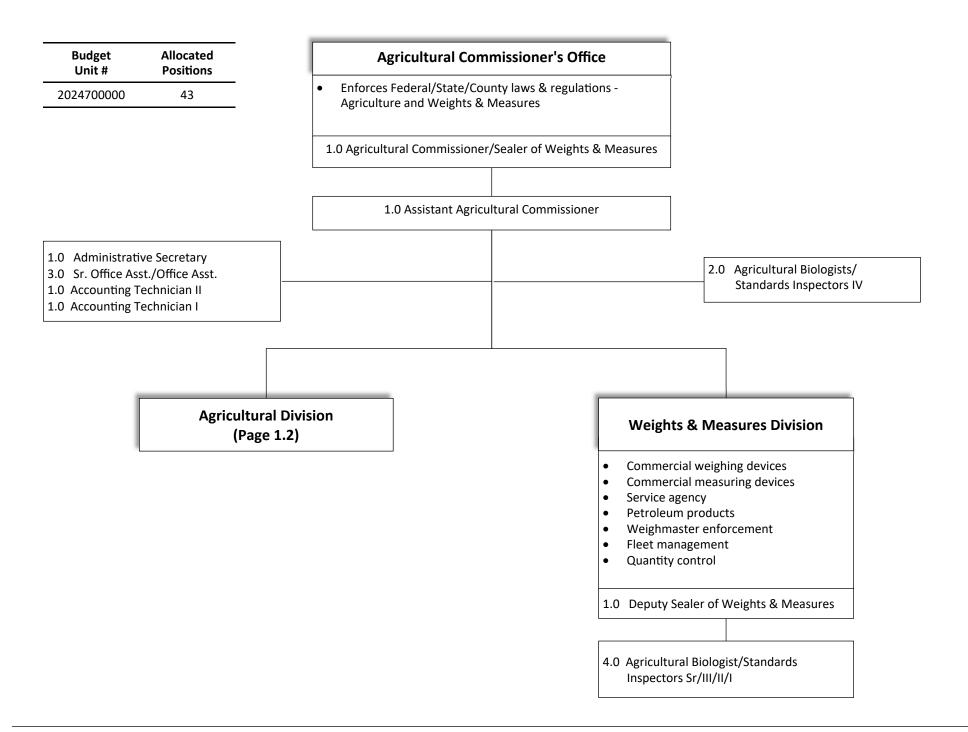
Agricultural Commissioner 1.1	Health Care Services Agency 1	3.1
Weights & Measures	Health Care Services Administration	
	Emergency Medical Services	
Assessor-Recorder-County Clerk 2.1	Behavioral Health Services	
	Mental Health Services	
Auditor-Controller 3.1	Mental Health Pharmacy	
	Public Guardian/Conservator	
Board of Supervisors/Clerk of the Board 4.1	Substance Abuse Services	
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Child Support Services 5.1	Public Health Services	
• •	Veterans Services	
Community Development 6.1	Medical Examiner	
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County Administrator 8.1	Adult & Community Services	
General Services	Mary Graham Children's Shelter	
Emergency Services		
Parks & Recreation	Probation Department 1	5.1
Human Resources		
Information Systems	Public Defender 1	6.1
Purchasing & Support Services		
Registrar of Voters	Public Works 1	7.1
G		
County Counsel 9.1	San Joaquin General Hospital 1	8.1
·	·	
District Attorney 10.1	SJC Clinics (Support to PPH-FQHC) 1	9.1
Employment & Economic Development 11.1	Sheriff-Public Administrator 2	n 1
Employment & Leonemic Development	Chom I dono Administrator	. J. I
Environmental Health 12.1	Stockton Metropolitan Airport 2	21.1
	Treasurer-Tax Collector	

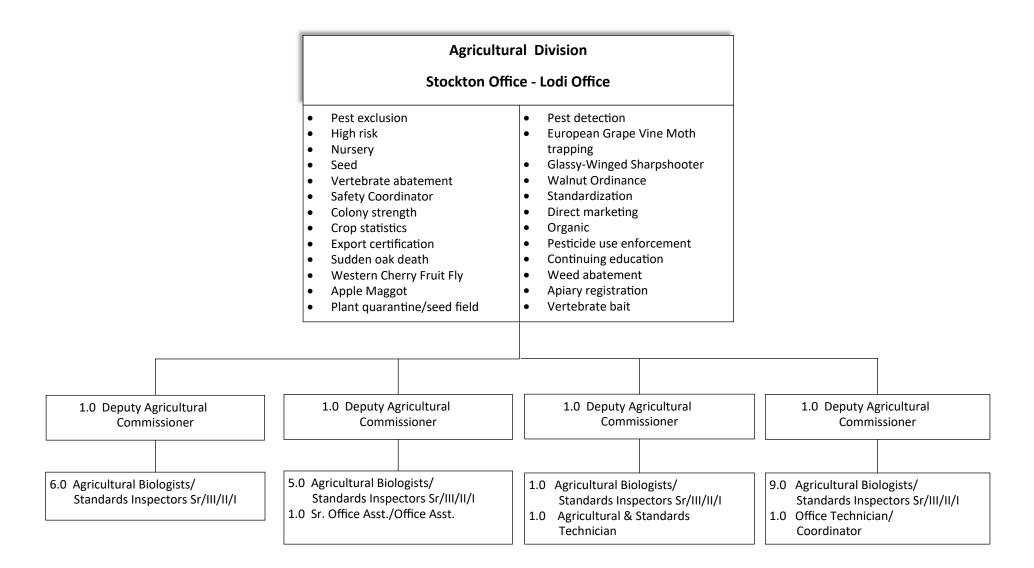




2021-2022 **ORGANIZATIONAL CHART**

AGRICULTURAL COMMISSIONER









2021-2022 **ORGANIZATIONAL CHART**

ASSESSOR-RECORDER-COUNTY CLERK

Budget	Allocated
Unit #	Positions
1011100000	87
2025900000	25
Total	112

Assessor-Recorder-County Clerk's Office

- 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)

1.0 Dept Information Systems Manager

Systems Division

- Systems planning & development
- Hardware & software acquisition
- Systems management & maintenance
- Information systems support
- Information systems project management
- 2.0 Dept Information Systems Analyst III
- 2.0 Dept Information Systems Analyst II/I

Mapping

- Updates & maintains maps
- Conducts ownership research
- Manages information distribution
- Maintains geographic information systems
- 1.0 Assessor's Chief Mapping Technician
- 1.0 Assessor's Senior Mapping Technician
- 3.0 Assessor's Mapping Tech II/I
- 1.0 Sr. Office Asst./ Office Asst.

1.0 Executive Secretary

Geographic Information System (GIS)

- Supports GIS applications
- Plans, designs, develops, & implements strategies for property assessments & valuations using GIS
- Performs complex GIS & application programming duties
- 1.0 Principal GIS Analyst

1.0 Assistant Assessor-Recorder-County Clerk

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

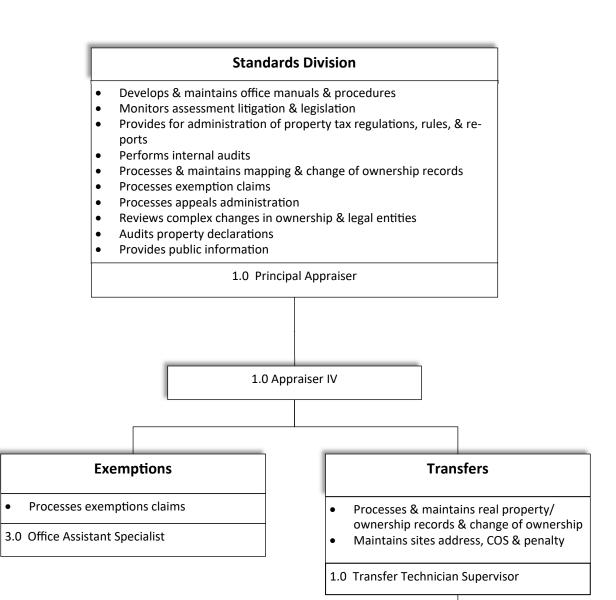
- Values commercial & industrial properties
- Values possessory interests, mineral rights, & gas reserves
- 1.0 Appraiser IV
- 6.0 Appraiser III/II/I
- 1.0 Property Technician

Business/Personal Property Unit

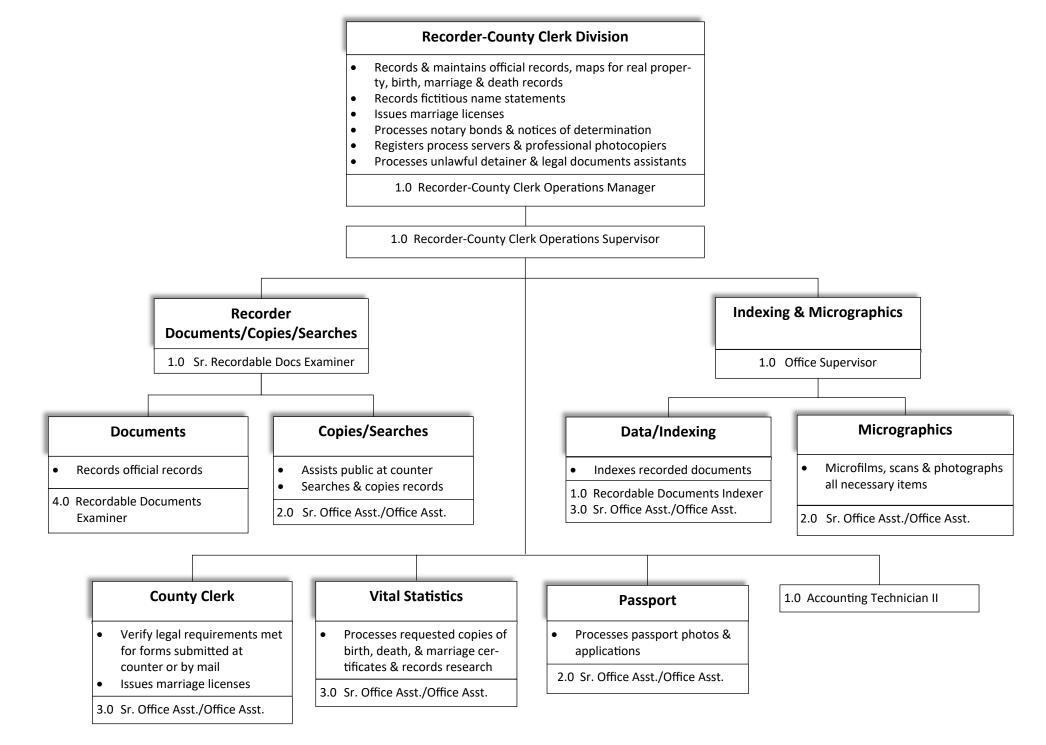
- Values taxable personal property
- Audits & values business property
- Audits property declarations
- Values boats & aircraft
- 1.0 Auditor-Appraiser IV
- 8.0 Auditor-Appraiser III/II/I
- 1.0 Property Technician Supervisor

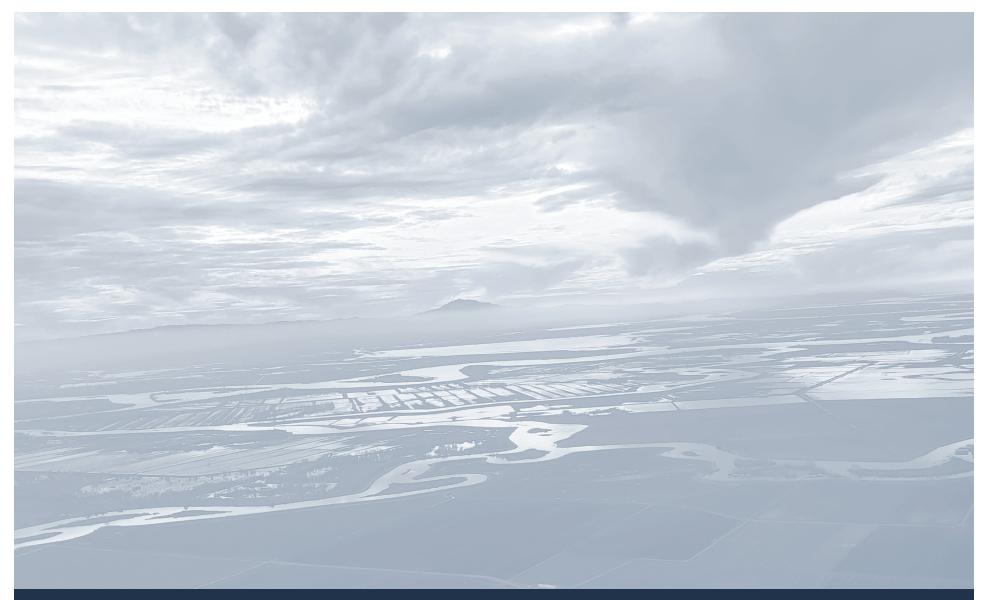
Personal Property

- Prepares personal property rolls
- Maintains personal property files
- 1.0 Office Supervisor
- 6.0 Sr. Office Asst./Office Asst.



6.0 Transfer Technician III/II/I







		Auditor-C	ontroller's Office	
•	Allocated Positions	Prepares financial stateMaintains accounting re	ments & conducts audits	
1010800000	34	 Processes vendor paym Maintains payroll record Reviews new legislation & financial reporting ch 	ents and claims ds & processes; & prepares payroll & effects of required accounting	
		1.0 Auditor	-Controller (Elected)	
1.0 Business Analyst II		1.0 Assistan	nt Auditor-Controller	1.0 Office Technician/Coordinator
Payroll Un	it	General Accounting Division (Page 3.2)	Systems & Audit Divisi	ion Property Taxes Division
 Maintains payroll rec Processes & distribut bi-weekly payroll Prepares payroll-reladocuments Prepares, verifies, recsettles payroll deduct 	es ted conciles &		 Performs financial & compliance audits Performs systems review & consultation Prepares Cost Allocation Pl Performs cost studies Oversees special district compliance with State 	Establishes & maintains tax
1.0 Chief Deputy Auditor 1.0 Deputy Auditor-Contr 1.0 Payroll Administrator	roller III/II/I		 government code Assists in the preparation of financial statements & sing audits Assists departments in implementing audit 	of direct assessments Apportions property taxes Prepares property tax distribution
1.0 Administrative Assista 1.0 Accounting Technicia	ant I n II		recommendations 1.0 Chief Deputy Auditor-Contr	1.0 Chief Deputy Auditor-Controller
3.0 Accounting Technicia	n ı		4.0 Deputy Auditor-Controller	1.0 Deputy Auditor-Controller III/II/I 1.0 Accounting Technician II 1.0 Accounting Technician I

General Accounting Division

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

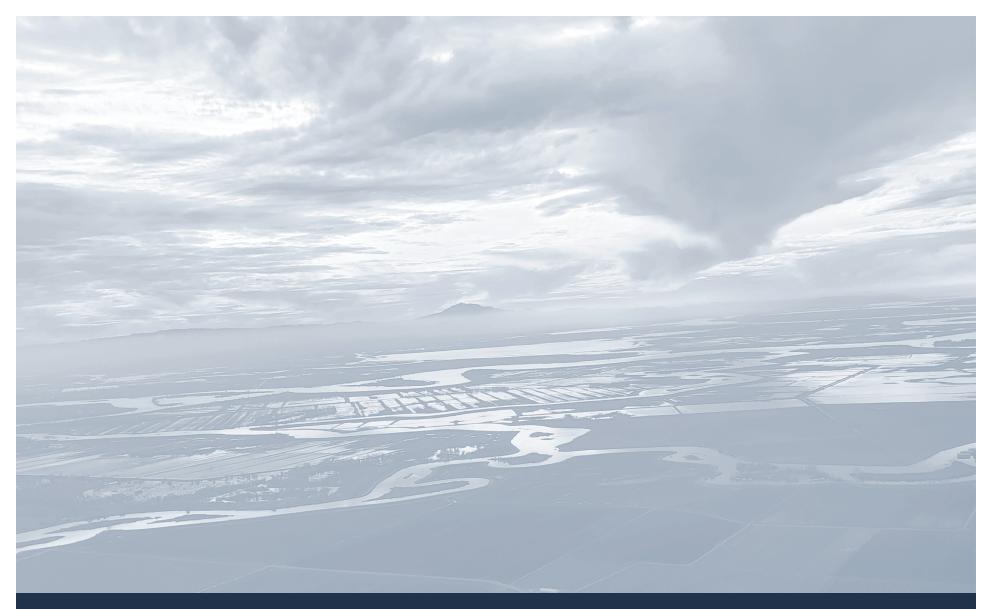
- Maintains appropriation control
- Maintains & controls contracts & desk-audits all contract payments
- Prepares & distributes IRS Form 1099
- Prepares journal entries for the Court
 & issues payments to the State
- Verifies Service & Store Fund Transfers & account codes
- Maintains vendor file control, 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/I1.0 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 Statemandated 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

Budget	Allocated
Unit #	Positions
1010100000	17

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

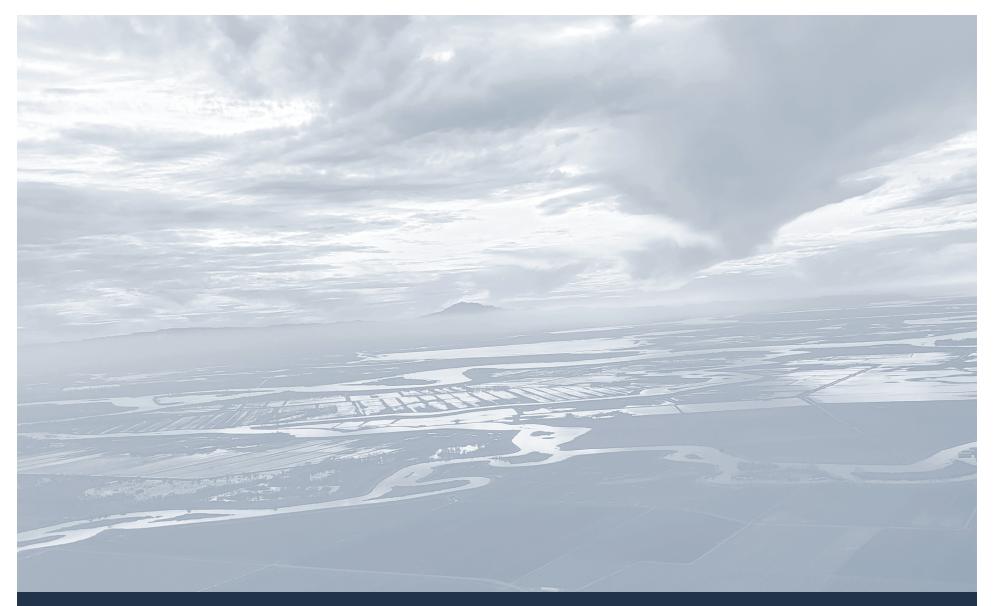
- Coordinates Board of Supervisors' meetings, including Assessment Appeals Board & City Selection Committee
- Coordinates preparation of Board of Supervisors' agendas & minutes
- Serves as custodian of the County Ordinance Code
- Coordinates & maintains County Boards and Commissions
- Provides support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

Clerical Support

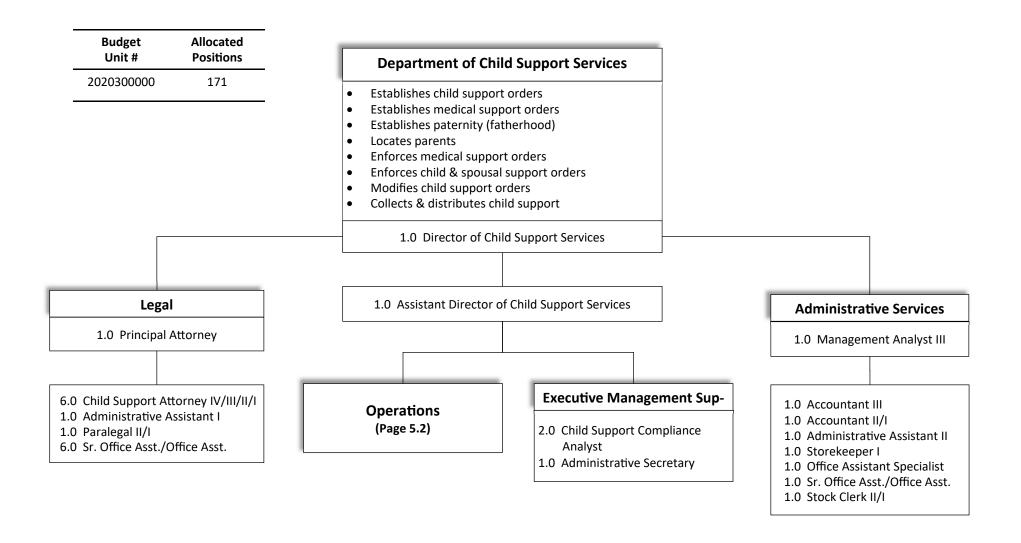
- 1.0 Chief Deputy Clerk of the Board
- 2.0 Deputy Clerk of the Board II/I
- 1.0 Office Secretary
- 2.0 Sr. Office Asst./Office Asst.

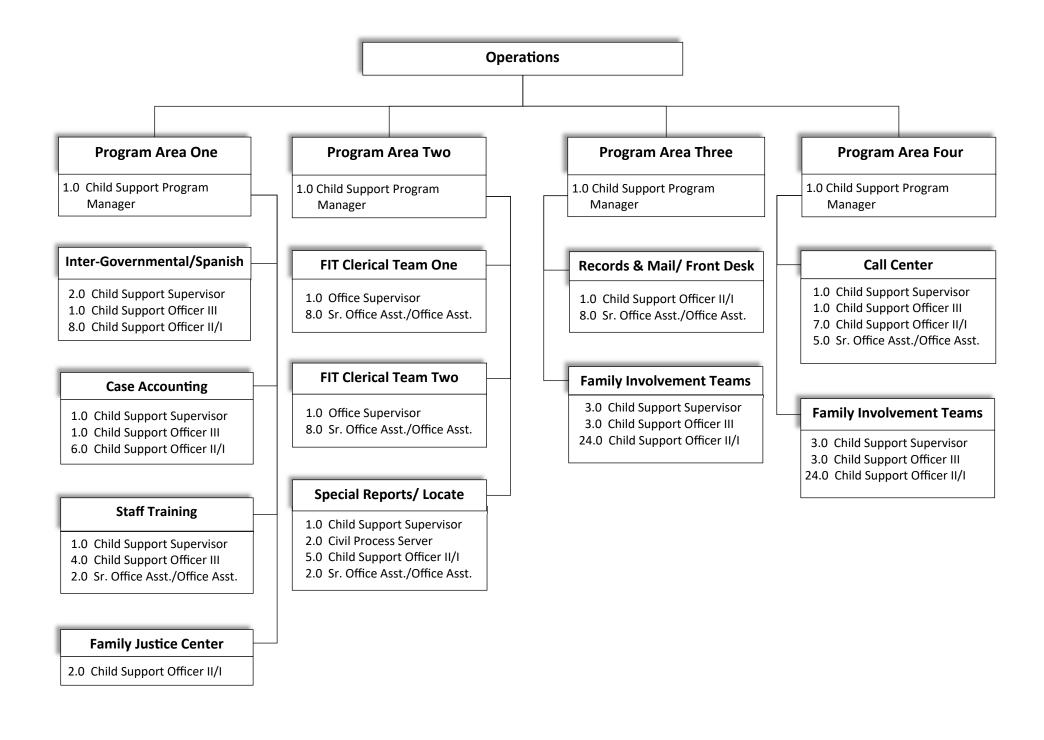
Administrative Support

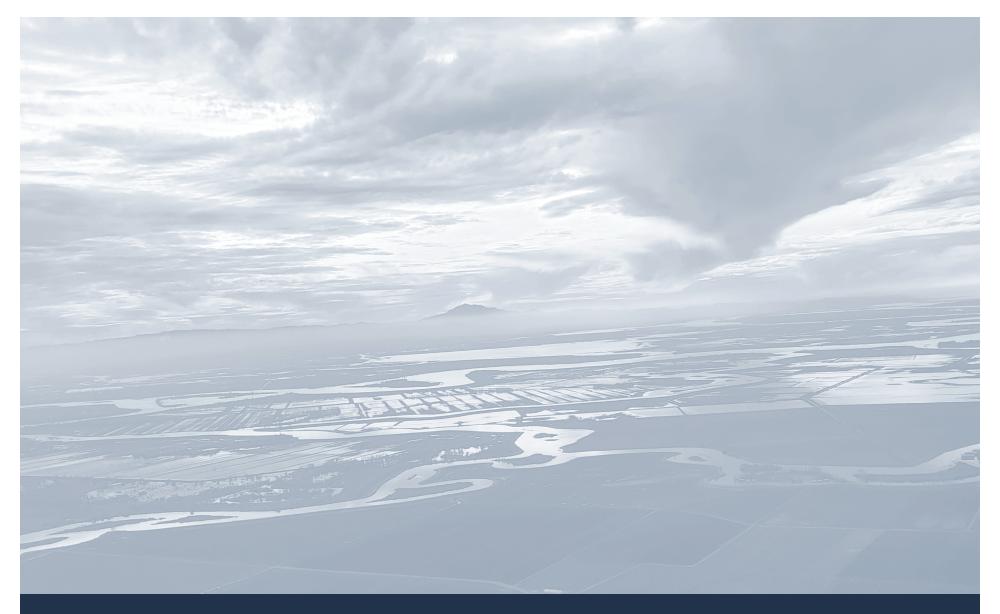
- Conducts research & analysis
- Provides constituent assistance
- Acts as liaison between County departments, community organizations & other governmental entities
- 5.0 Board of Supervisors' Chief of Staff



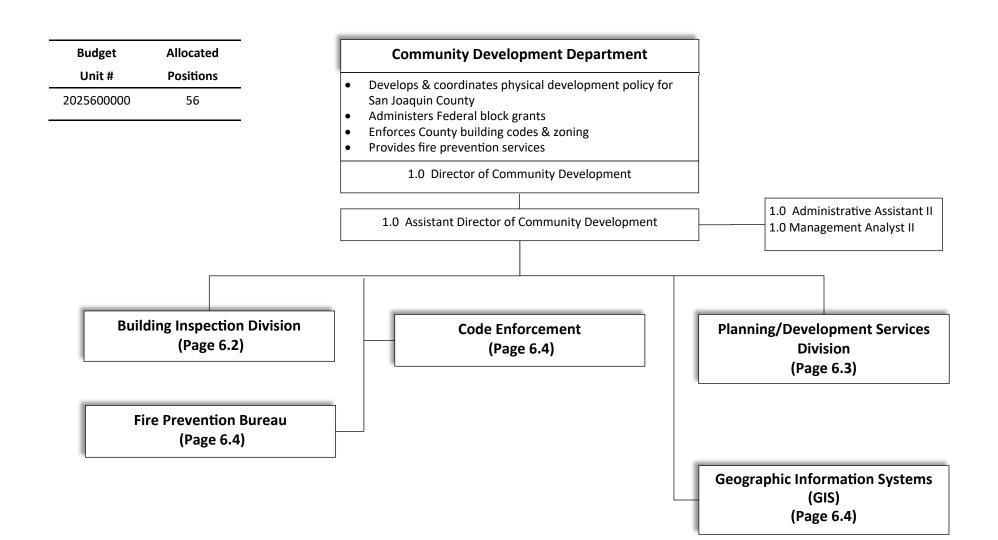


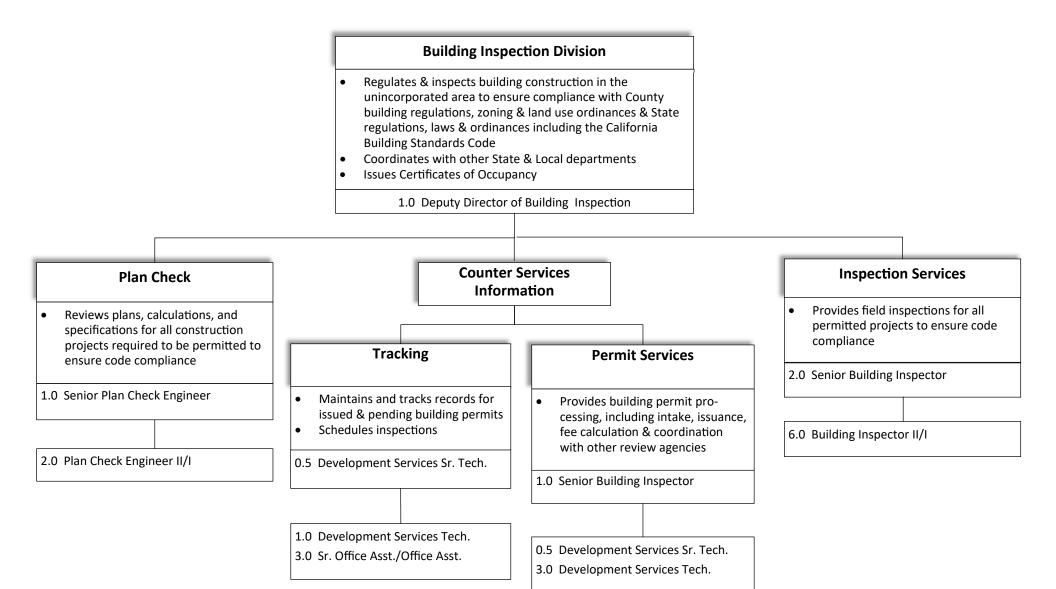














- Implements the General Plan and Development Title for San Joaquin County
- Reviews and Regulates development projects and subdivision maps
- Assists the Planning Commission and Board of Supervisors in areas of comprehensive planning and community development

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

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 Boardadopted 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

Geographic Information Systems (GIS)

- Develop & maintain geospatial information to support diverse County operational needs
- Address assignment & street name approval, E-911 compliance for emergency response
- Application development parcel information, mailing labels, apportioning, etc.
- Demographic analysis redistricting, trustee/ attendance areas, ambulance compliance, etc.
- Imagery acquisition, processing & analysis
- 1.0 GIS Program Manager
- 1.0 Principal GIS Analyst
- 1.0 Sr. GIS Analyst/Associate GIS Analyst
- 1.0 GIS Specialist II/I

Code Enforcement

- Receive & investigate complaints
- Participate in triage & Community SAFE team
- Conduct follow up inspections
- Assist property owners to bring their parcels into compliance
- Organize & run community clean up events
- Investigate substandard housing & dangerous buildings.
- 1.0 Community Development Counter Manager

2.0 Sr. Code Enforcement Officer

7.0 Code Enforcement Officer II/I

2.5 Sr. Office Asst./Office Asst.

Fire Prevention Bureau

- Fire Plan check & inspections
- Operational Fire Permits
- Weed Abatement
- Provides Fire Prevention service in the unincorporated areas to ensure compliance with County Fire regulations, State Fire regulations, laws, & ordinances

1.0 Deputy Fire Warden

1.0 Fire Prevention Inspector

0.5 Senior Office Asst./Office Asst.





	Budget Unit#	Allocated Positions
-	6061500000	4.0
	University of California Employees	20.4 FTEs*

Cooperative Extension

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.

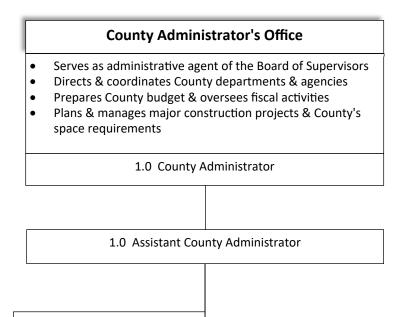
Family & Consumer Science

- 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 | & ||*
- 0.74 CNAP Facilitator*
- 0.5 Sr. Office Asst./Office Asst.





1011200000 25 1012400000 51 1013000000 20 101400000 3 1014200000 42 1014300000 9 2026000000 7 7070300000 36 8240000000 88	Budget Unit #	Allocated Positions
1012400000 51 1013000000 20 101400000 3 1014200000 42 1014300000 9 2026000000 7 7070300000 36 8240000000 88 8260000000 10	1010200000	13
1013000000 20 1014000000 3 1014200000 42 1014300000 9 2026000000 7 7070300000 36 8240000000 88 8260000000 10	1011200000	25
1014000000 3 1014200000 42 1014300000 9 2026000000 7 7070300000 36 8240000000 88 8260000000 10	1012400000	51
1014200000 42 1014300000 9 2026000000 7 7070300000 36 8240000000 88 8260000000 10	1013000000	20
1014300000 9 2026000000 7 7070300000 36 8240000000 88 8260000000 10	1014000000	3
2026000000 7 7070300000 36 8240000000 88 8260000000 10	1014200000	42
7070300000 36 8240000000 88 8260000000 10	1014300000	9
8240000000 88 8260000000 10	2026000000	7
826000000 10	7070300000	36
	8240000000	88
Total 304	8260000000	10
	Total	304



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

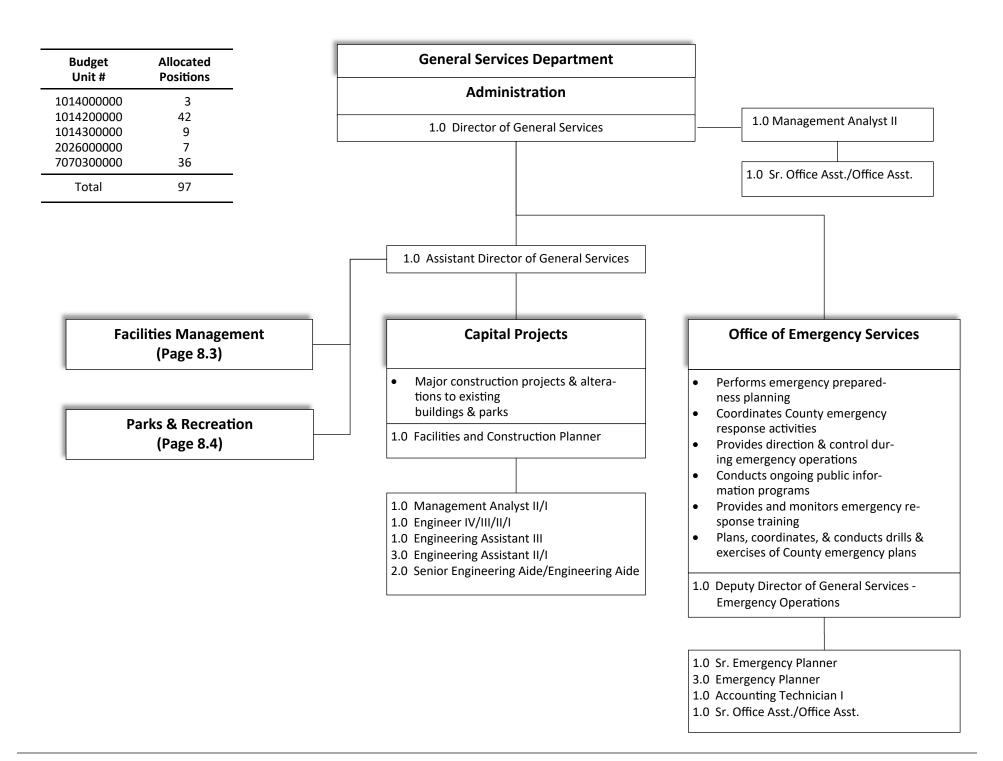
General Services (Page 8.2-8.4)

Human Resources (Page 8.5-8.6)

Information Systems (Page 8.7-8.9)

Purchasing & Support Services (Page 8.10)

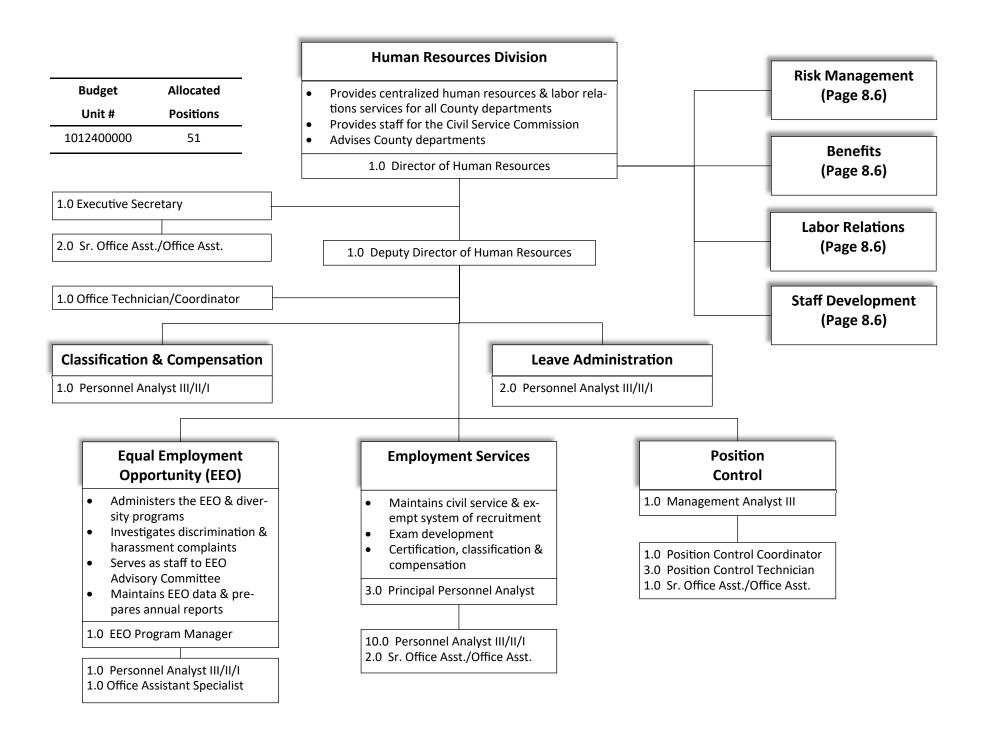
Registrar of Voters (Page 8.11)

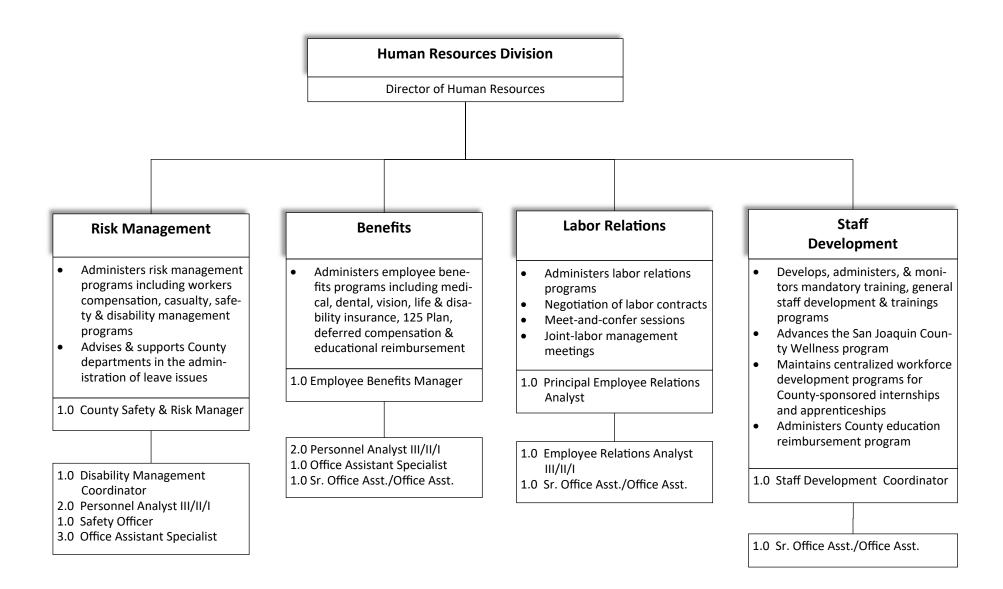


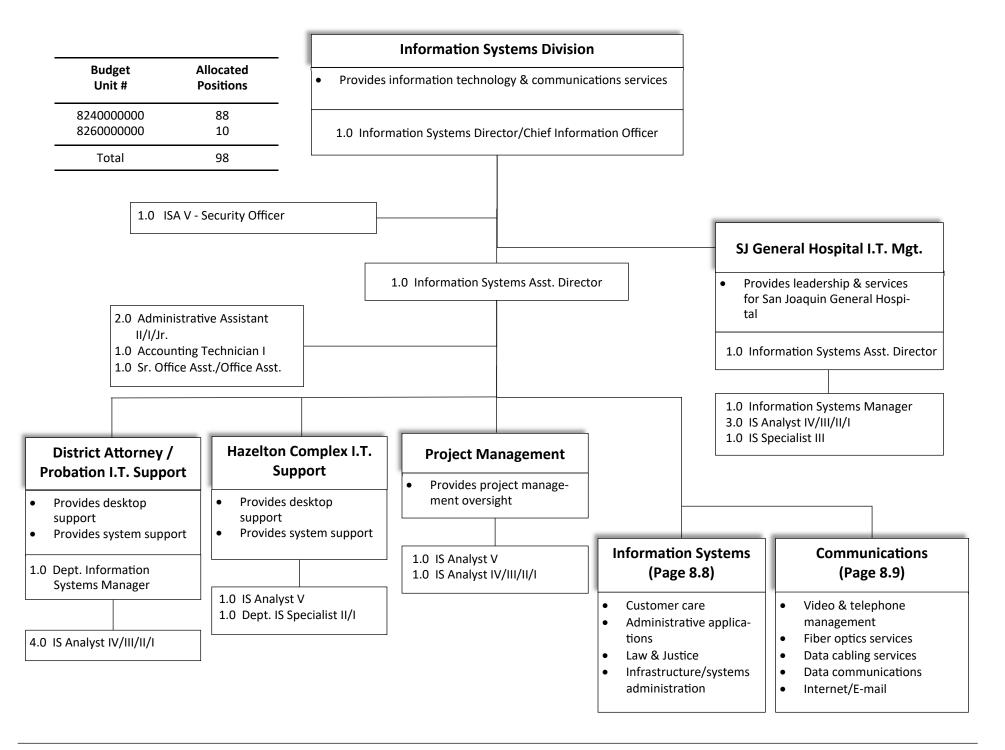
	Allocated Positions	Facilities N	Management	
1014200000	42	 Provides oversight and manager facilities 	ment of County-owned & leased	
Г				
Administration,	/Accounting	Government Buildings Downtown/Outlying	Plant Engineering Sheriff Complex and JJC	Property Management
Provides administrative services for the Department	• • •	Provides preventive maintenance and repair, minor construction & renovation for County- owned & leased facilities	Provides preventive mainte- nance & repair for Sheriff complex & Juvenile Justice Center	 Real property services & Contract management Manages land & facility acquisitions
0 Accounting Tec	chnician II	1.0 Dist. Maint. & Construction Superintendent	1.0 Dist. Maint. & Construction Superintendent	1.0 Management Analyst II/I
2.0 Sr. Office Asst.,	Office Asst.			
		4.0 Office Building Engineer 3.0 Crafts Worker IV 10.0 Crafts Worker III 3.0 Crafts Worker II/I 2.0 Electrician	2.0 Office Building Engineer 1.0 Crafts Worker IV 8.0 Crafts Worker III 2.0 Electrician	

Budget Unit #	Allocated Positions	Parks &	Recreation	
7070300000	36	& community parks, & Cou Manages & operates Mickey	· ·	
Park Mair	ntenance	Admin. & Reservations	Park Operations	Micke Grove Zoo
all parks & parl	• Performs administrative functions		 Manages daily operations for visitors 	Manages Zoo operations
Works on speci	al projects	Arranges reservations & special functions	Conducts outreach, Marketing 8 promotions	1.0 Zoo & Interpretive Services Mgr
Maintains Coul Areas	nty Service	special functions	Marketing, & promotions	1.0 Zoo Curator 1.0 Sr. Animal Care Specialist

17.0 Park Worker 1.0 Labor Crew Leader







Information Systems

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
- 3.0 IS Analyst V
- 18.0 IS Analyst IV/III/II/I
- 1.0 Dept. IS Analyst II/I
- 1.0 Dept. IS Analyst IV

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

Budget	Allocated
Unit #	Positions
826000000	10

Communications

- 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

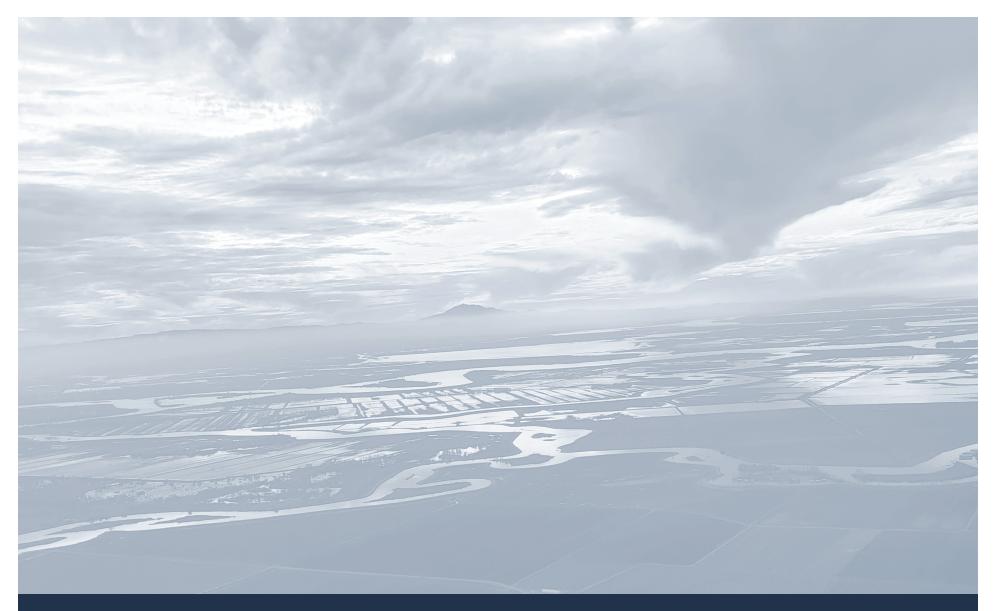
- Maintains telephone systems
- Maintains video conference equipment
- Coordinates & maintains all cable installations
- 1.0 IS Analyst III/II/I
- 3.0 IS Specialist III/II/I

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		
Budget Allocated Unit # Positions 10112000000 25	Procures materials & serviceProvides mail/courier serviceManages duplicating & prince	ces at shop operations		
		Plans and oversees records storage & recycling functions 1.0 Director of Purchasing and Support Services		
	1.0 Deputy Director of Pu	rchasing & Support Services		
Purchasing/Buying Section	Clerical	Support	Support Services	
 Purchases goods & services Develops specifications & requests for bids Prepares service contracts 	 billing Provides cleric 1.0 Accounting Te 1.0 Administrative 	chnician II e Assistant II/I	 Maintains, retrieves & disposes records Receives, picks up & delivers mail Lays out & designs documents 	
10.0 Deputy Purchasing Agent/ Purchasing Assistant	1.0 Office Assistar	nt Specialist	 Manages forms & papers Provides printing & binding services 	
F	Records Management Section	Duplicating Section	Mail Section	
1	.0 Records Supervisor .0 Records Management Technician I .0 Stock Clerk	1.0 Senior Support Services Tech 2.0 Support Services Tech II/I	1.0 Senior Support Service Tech 3.0 Support Services Tech II/I	

Budget Unit #	Allocated Positions		Registrar of	Voters				
1013000000	20	Adr Coll Filir Cor Cer	isters all voters ninisters campaign laws ects filing fees ng Officer for the Fair Po nmission (FPPC) tifies candidates Iducts all State, local, an	olitical Practices				
			1.0 Deputy Director - F	Registrar of Vot	ers			
			1.0 Elections	Manager				
Registration Vote by Ma		Candidate Filing and Campaign Services	Administr	ration	Wareho	use Services	Precinct C	perations
0 Elections Techni Supervisor	ician	1.0 Elections Technician Supervisor	1.0 Managemen	t Analyst II/I	1.0 Storekee	per II	1.0 Elections T Supervisor	
.0 Elections Specia .0 Elections Techn Trainee		1.0 Elections Specialist 1.0 Elections Technician/ Trainee	1.0 Business Ana 1.0 Office Techni Coordinator 1.0 Elections Techni	ician			1.0 Elections S 1.0 Elections T Trainee	





2021-2022 **ORGANIZATIONAL CHART**

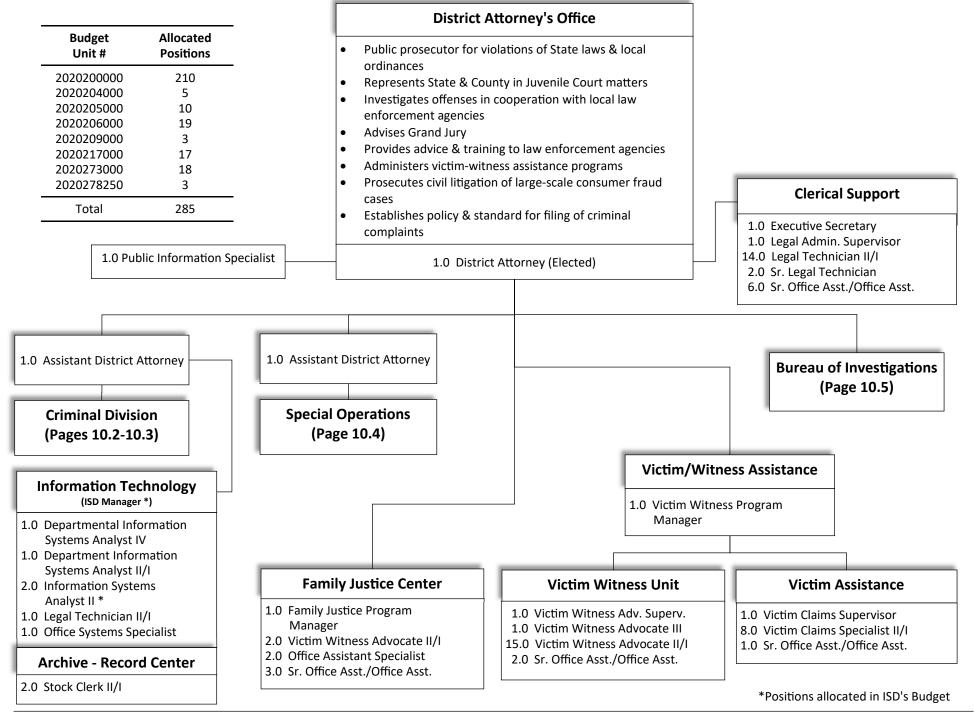
COUNTY COUNSEL

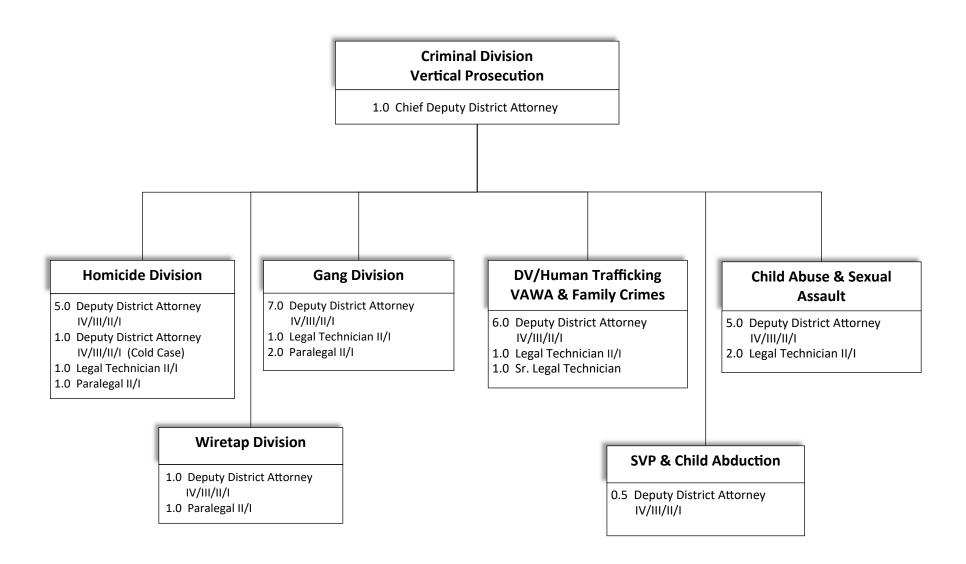
	County Counsel	
Budget Allocated Unit # Positions	 Provides legal advice & representation to the Board of Supervisors & County's departments, boards, districts, 	
011800000 20	& commissions	
	1.0 County Counsel	
	1.0 Assistant County Counsel	
Child Protective Services	Litigation Services/Administrative Services	Clerical Support
1.0 Supervising Child Protective Ser		Clerical Support 1.0 Executive Secretary 1.0 Paralegal II
		1.0 Executive Secretary 1.0 Paralegal II 2.0 Legal Technician II/I
1.0 Supervising Child Protective Ser		1.0 Executive Secretary 1.0 Paralegal II

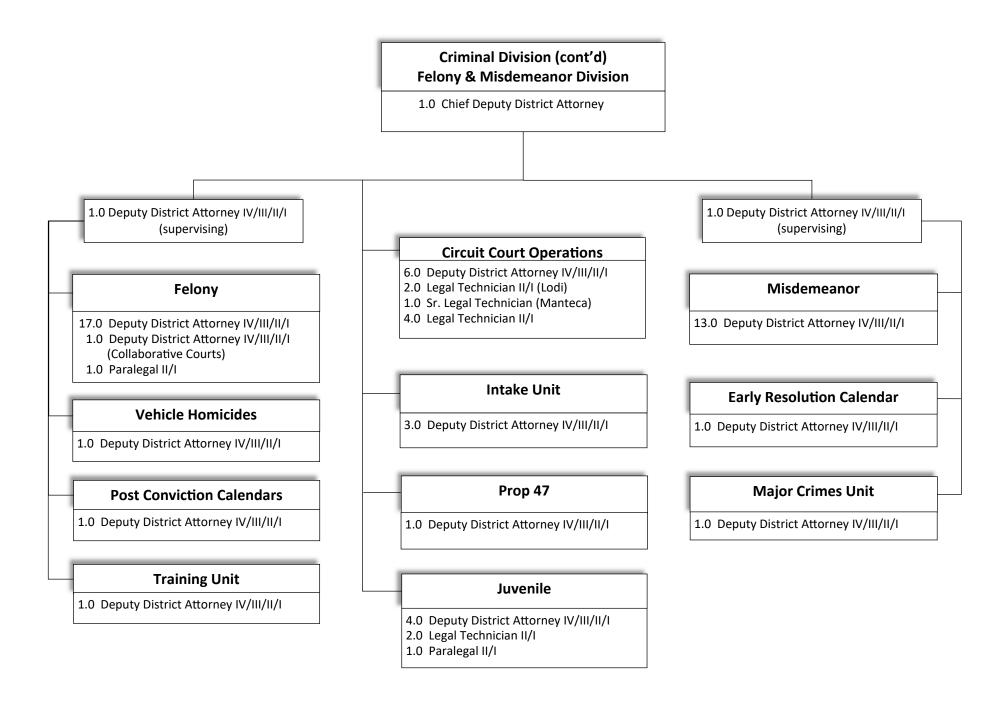
^{*} Positions are allocated in the Human Services Agency budget #5050101000



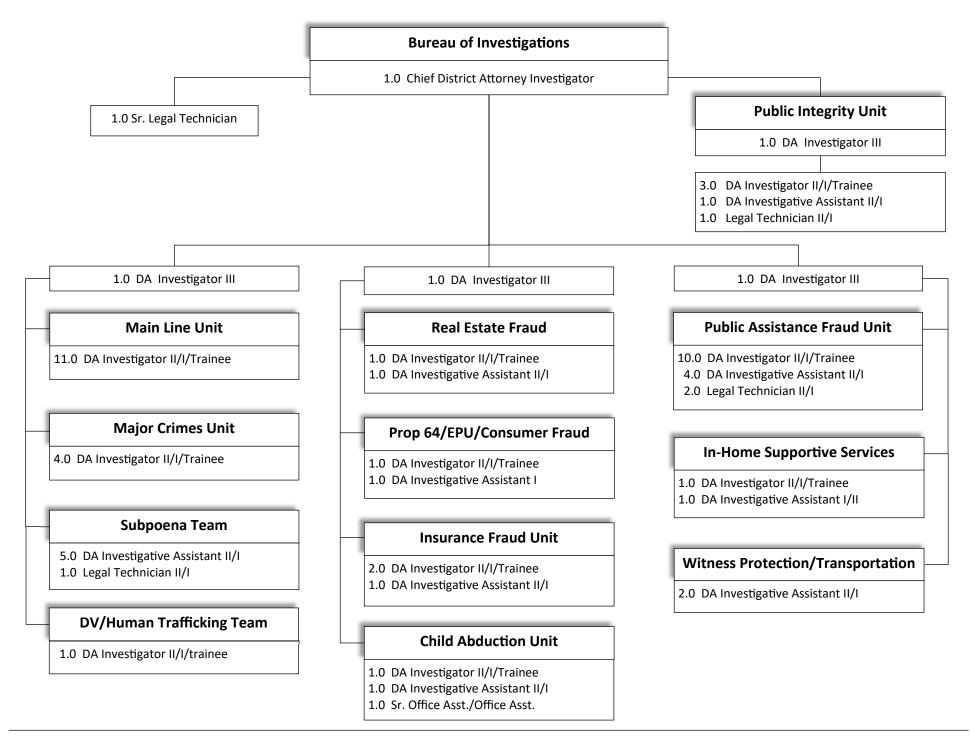


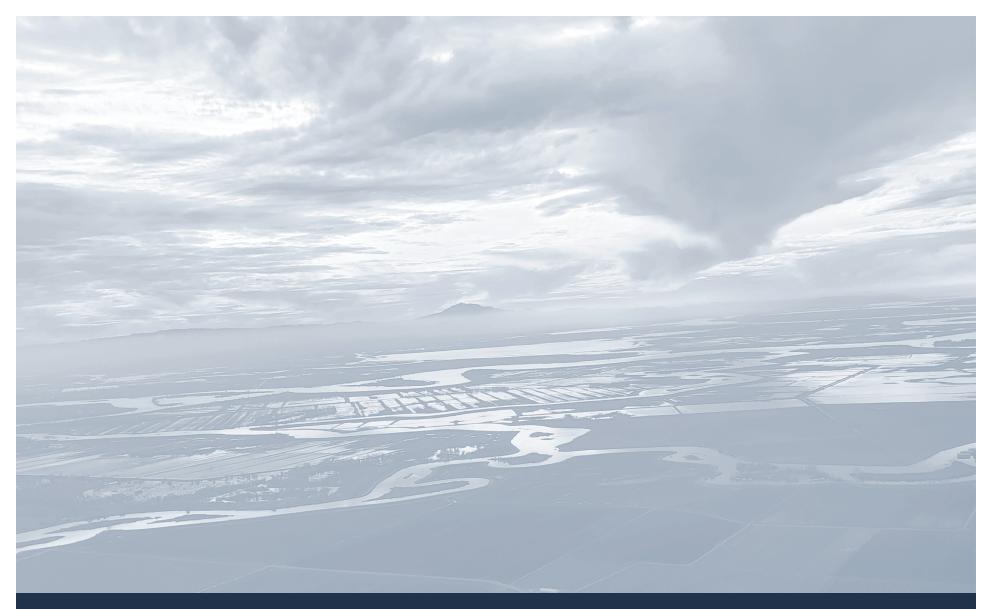






Special Operations Division Quality of Life Crimes Fiscal/Administration Post Conviction Review Unit 1.0 Management Services 1.0 Chief Deputy District Attorney 1.0 Chief Deputy District Attorney Administrator 1.0 Administrative Asst. II **Proposition 64** 2.0 Deputy District Attorney Automobile & Workers' 2.0 Accounting Technician I IV/III/II/I **Environmental &** Compensation 1.0 Management Analyst II/I 1.0 Legal Technician II/I **Consumer Fraud Insurance Fraud** 1.0 Dept. Payroll Specialist 2.0 Paralegal I/II 1.0 Sr. Office Asst./Office Asst. 1.0 District Attorney Investigator 5.0 Deputy District Attorney 2.0 Deputy District Attorney II/I/Trainee IV/III/II/I IV/III/II/I 1.0 Victim Witness Advocate II/I 2.0 DA Investigator 1.0 Paralegal II/I II/I/Trainee 1.0 Legal Technician II/I **Criminal Restitution** 1.0 Legal Technician II/I 5.0 Paralegal II/I Financial & Real Estate 2.0 Paralegal II/I 1.0 Sr. Office Asst./Office Asst. Fraud 2.0 Deputy District Attorney IV/III/II/I **Grand Jury (Civil) Public Integrity Unit** 1.0 Paralegal II/I **Statutory Advisor** 1.0 Legal Technician II/I **Elder Abuse** 2.0 Deputy District Attorney **Asset Forfeiture** IV/III/II/I **Identity Theft Unit** 1.0 Legal Technician II/I 0.5 Deputy District Attorney 1.0 Deputy District Attorney IV/III/II/I IV/III/II/I 1.0 DA Investigator **Auto Theft** II/I/Trainee 1.0 Deputy District Attorney 1.0 Legal Technician II/I IV/III/II/I 1.0 DA Investigative Assistant 1.0 DA Investigator II/III/I/Trainee







2021-2022 **ORGANIZATIONAL CHART**

EMPLOYMENT & ECONOMIC DEVELOPMENT

		Employment & Economic Development Depar	tment
Budget Unit #	Allocated Positions	 Administers all programs & activities of Workforce Intion & Opportunity Act (WIOA), Economic Developm 	l l
5055103000	71	Association, Revolving Loan Fund, & employment &	
		 ing components of CalWORKs/AB 109 Serves as the administrative arm of the Workforce Development Board 	
		1.0 Director of Employment & Economic Developm	ent
			Executive Management Support
Employment & Training 1.0 Deputy Director—Employment & Training			1.0 Executive Secretary1.0 Senior Administrative Supervisor1.0 Sr. Office Asst./Office Asst.
Customer S (Page 11		Planning & Evaluation/ Contracts Management	
		(Page 11.3)	Information Systems (Page 11.3)
		(Page 11.3)	(Page 11.3)
		(Page 11.3)	
		(Page 11.3)	(Page 11.3) Economic Development Business Services



1.0 EEDD Administrative Services Manager

1.0 EEDD Division Manager

Client Management Division

- Conducts intake & certification of eligible WIOA clients
- Conducts client orientation & assessment
- Provides client services enabling individuals to acquire employment skills
- Develops client Individual Services Strategy
- Provides client case management counseling & monitoring
- Provides job specific skills development
- Conducts One-Stop Center basic career service delivery
- Provides follow up services for one year after exit
- 2.0 Employment Training Supervisor
- 9.0 Employment Training Specialist II/I
- 4.0 EEDD Intake & Referral Specialist II/I
- 2.0 Sr. Office Asst./Office Asst.

Employment Services Division

- Develops employment opportunity with employer community
- Develops On-the-Job Training Contracts
- Provides services to employers & employees whose business is either undergoing a plant closure or mass layoff
- Coordinates Rapid Response Program
- Conducts Layoff Aversion activity
- Coordinates work experience activities
- Coordinates employer recruitments
- 1.0 Employment Training Supervisor
- 4.0 Employment Training Specialist II/I
- 3.0 EEDD Employment Services Specialist II/I
- 1.0 Sr. Office Asst./Office Asst.

Employment Preparation Division

- Coordinates Summer Youth Employment Training Program, work experience participant outreach, intake, & certification activities
- Develops worksites for WIOA & Cal-WORKs participants
- Conducts participant, worksite supervisor & labor market orientation
- Manages CalWORKs cases
- Conducts work experience & community services activities for CalWORKs
- Manages AB 109 services
- Manages STEPS program, students with disabilities

1.0 EEDD Division Manager

- 1.0 EEDD Analyst III
- 2.0 Employment Training Supervisor
- 1.0 EEDD Employment Services Specialist II/I
- 9.0 Employment Training Specialist II/I
- 1.0 EEDD Intake & Referral Specialist II/I
- 1.0 Sr. Office Asst./Office Asst.

Planning & Evaluation Contracts Management Division

- Procures service providers
- Negotiates & develops contracts
- Provides subcontractor technical assistance
- Monitors contract compliance
- Develops memoranda of understanding
- Conducts surveys & compiles labor market information
- Develops, maintains, & modifies grant applications & department strategic, tactical, & operational plans
- Develops & manages control system used to analyze progress regarding attainment of goals, objectives & tasks
- Develops annual plan & strategic plan
- Develops community resource directory & vocational training directory

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 website(s) & web services—providing employer & jobseeker services & business engagement
- Keeps the public informed about program recruitments and 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

- 1.0 Department IS Analyst III
- 2.0 Department IS Analyst II/I

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

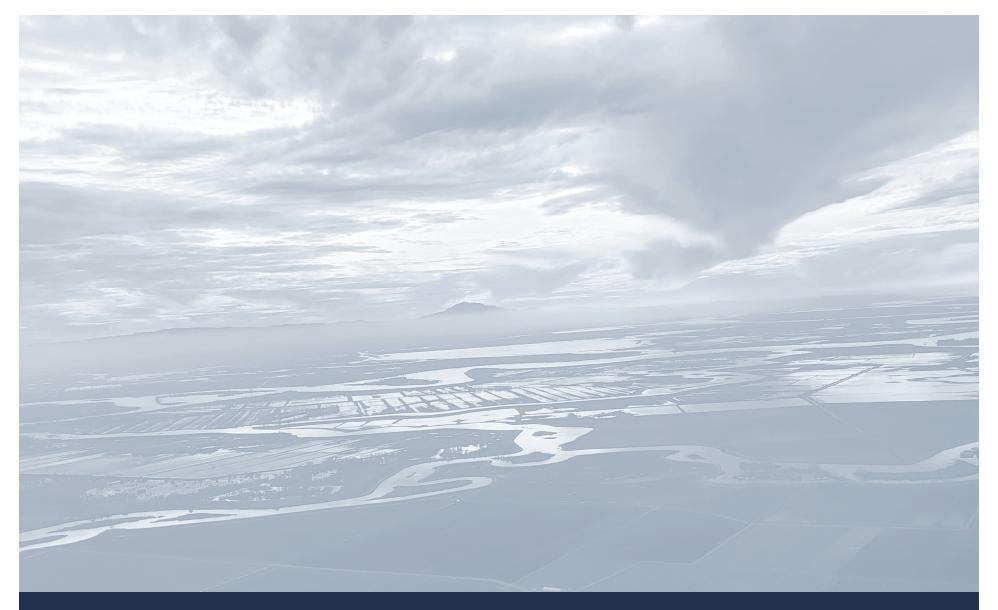
1.0 Management Analyst III

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

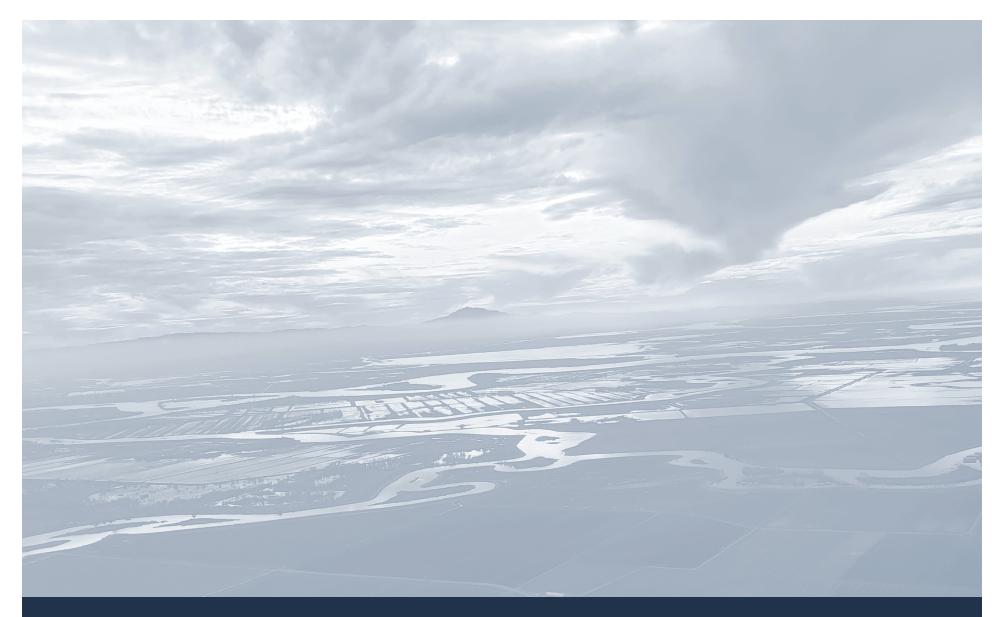
Facilities Management Unit

- 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



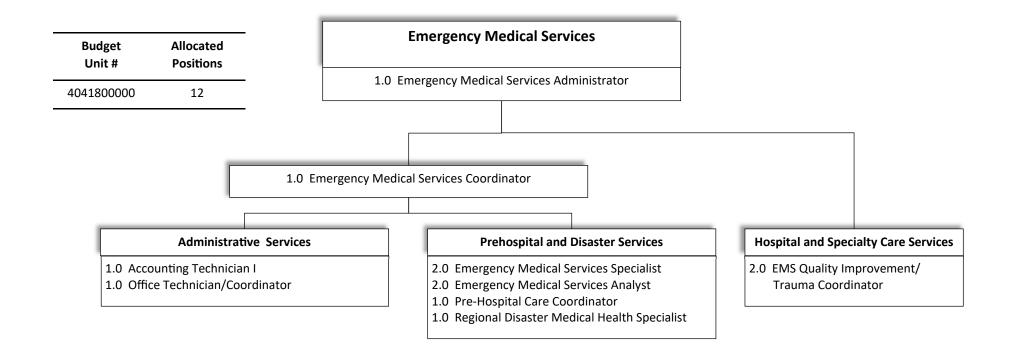


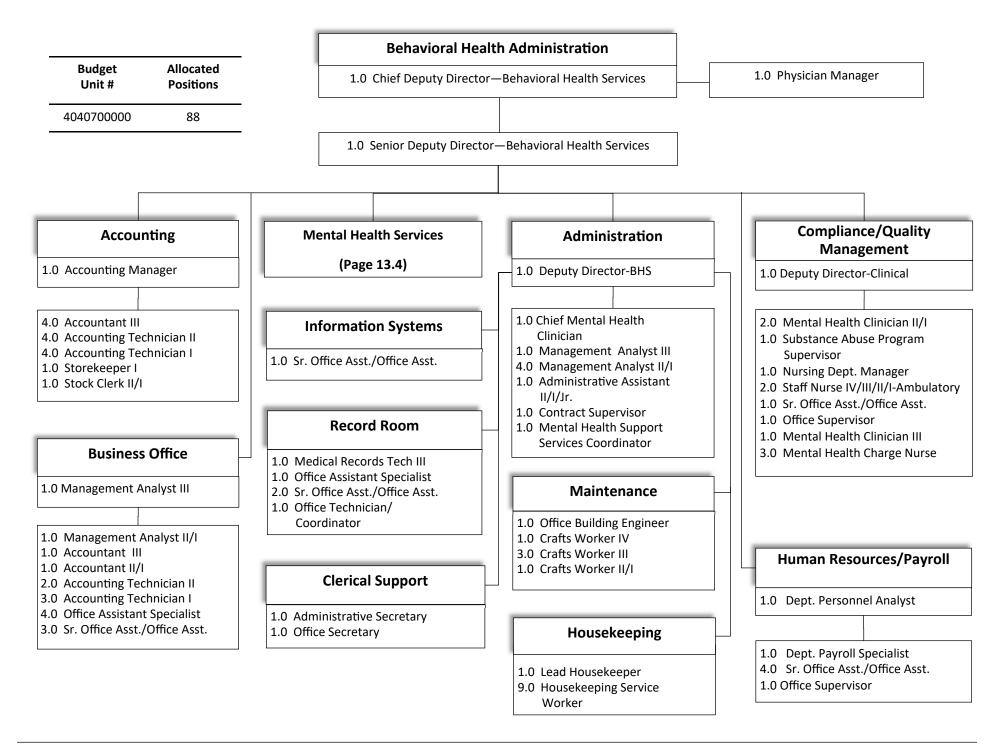
Budget Unit #	Allocated Positions		Environmental H	ealth Department		
4042000000 65		ı	Provides services which prote being, & safety through preveen forcement of State & local	ention, education, inspectio	n, &	
			1.0 Director of Er	vironmental Health		O Management Analyst II
			1.0 Assistant Director	of Environmental Health		O Administrative Secretary
	Operation	ns				
Co	nvironmental Health oordinator ·. Office Asst./Office	_			1.0 Accountant II 3.0 Accounting Tec	hnician I
Consur	mer	Land l	Jse/Water Quality	CUP	A	Solid Waste
D Environmental H Program Coordi D Env. Health Spec Reg./Sr. Reg./Reg D Sr. Reg. Dairy Ins Reg. Dairy Inspec D Sr. Office Asst./G	inator c./Lead Sr. eg./Trainee spector/ ector	Progr 10.0 Env. I Reg./	onmental Health ram Coordinator Health Spec./Lead Sr. 'Sr. Reg./Reg./Trainee ffice Asst./Office Asst.	2.0 Environmental Program Coord 16.0 Env. Health Sp Reg./Sr. Reg./I 2.0 Hazardous Ma Specialist II 2.0 Sr. Office Asst. 1.0 Office Assistan	dinator ec./Lead Sr. Reg./Trainee terial /Office Asst.	1.0 Environmental Health Program Coordinator6.0 Env. Health Spec./Lead Reg./Sr. Reg./Reg./Trail1.0 Sr. Office Asst./Office A

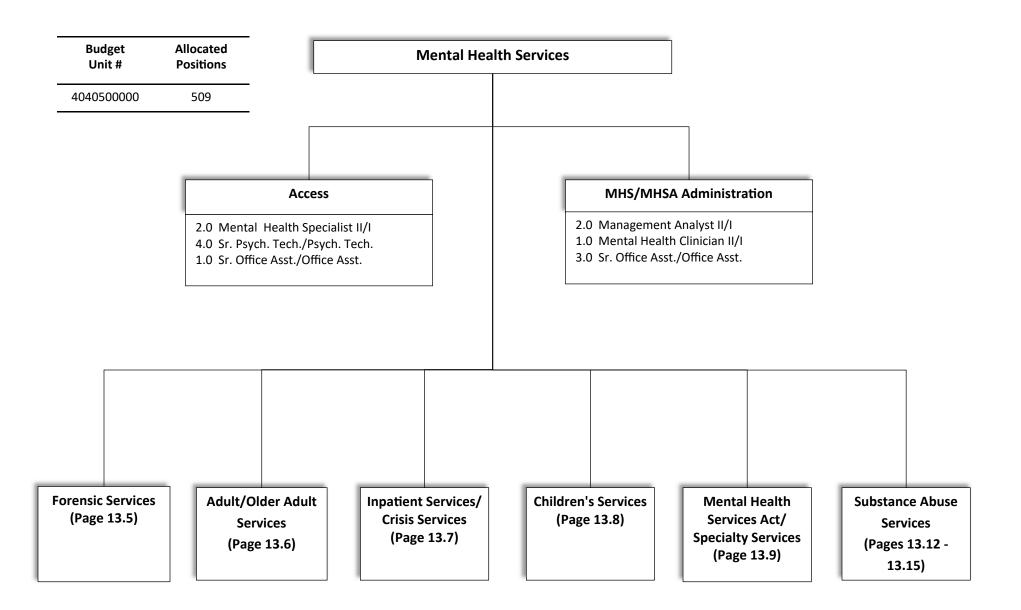


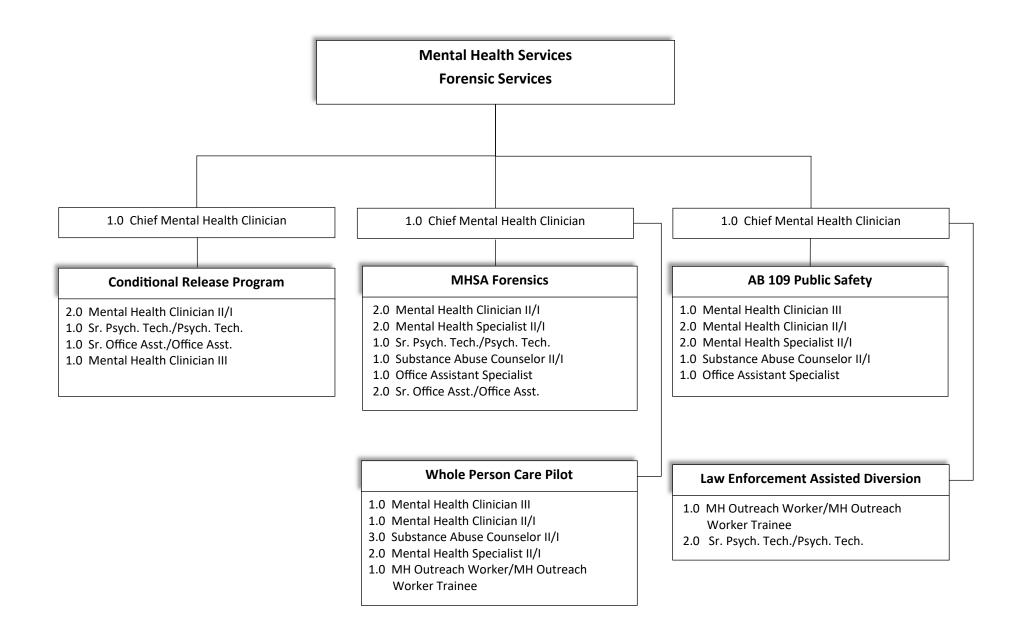


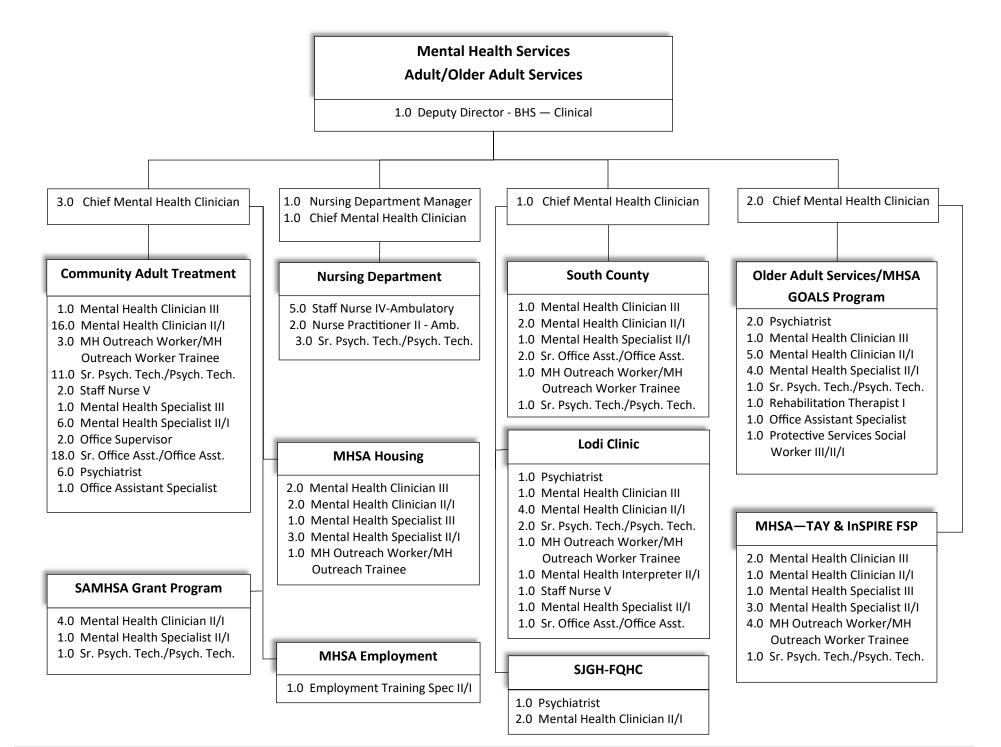
Budget Unit#	Allocated Positions	Health Care Services Agency Provides comprehensive & accessible health/mental health	
2022621000 4040300000 4040500000 4040600000 4040700000 4041000000 4041200000 4041800000 4045415000 4049500000 4049700000	79 11 509 91 88 218 30 12 46 31	care services to citizens of 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	
5055246000	8	1.0 Director of Health Care Services	1.0 Deputy Director-HCS-Fiscal
	1,144	1.0 Assistant Director of Health Care Services	1.0 Administrative Secretary
		Medical Examiner's Office	1.0 Departmental Personnel Analyst
1.0 Chief Inform	ation Officer - HCS	(Page 13.23)	1.0 Management Analyst III
1.0 Office Systems S 1.0 Dept. Information	on Systems Manager Specialist on Systems Analyst IV on Systems Analyst III	Public Health Services (Page 13.17 - 13.21) California Children's Services (Page 13.20) Emergency Medical Services (Page 13.2)	Whole Person Care (WPC) 1.0 Management Analyst II/I 1.0 Dept. Applications Analyst III 1.0 Sr. Office Asst./Office Asst.
5.0 Dept. Information 1.0 Dept. Application 4.0 Dept. Application 1.0 Dept. Information	ns Analyst II/I	Behavioral Health Services Administration (Page 13.3)	
·	on Systems Spec. II/I on Systems Tech. II/I ns Analyst III	Mental Health Services (Page 13.4 - 13.9) Mental Health Pharmacy (Page 13.22)	Correctional Health Services (Page 13.16)
		(Page 13.10) Substance Abuse Services (Page 13.12 - 13.15)	Neighborhood Preservation (Page 13.24)



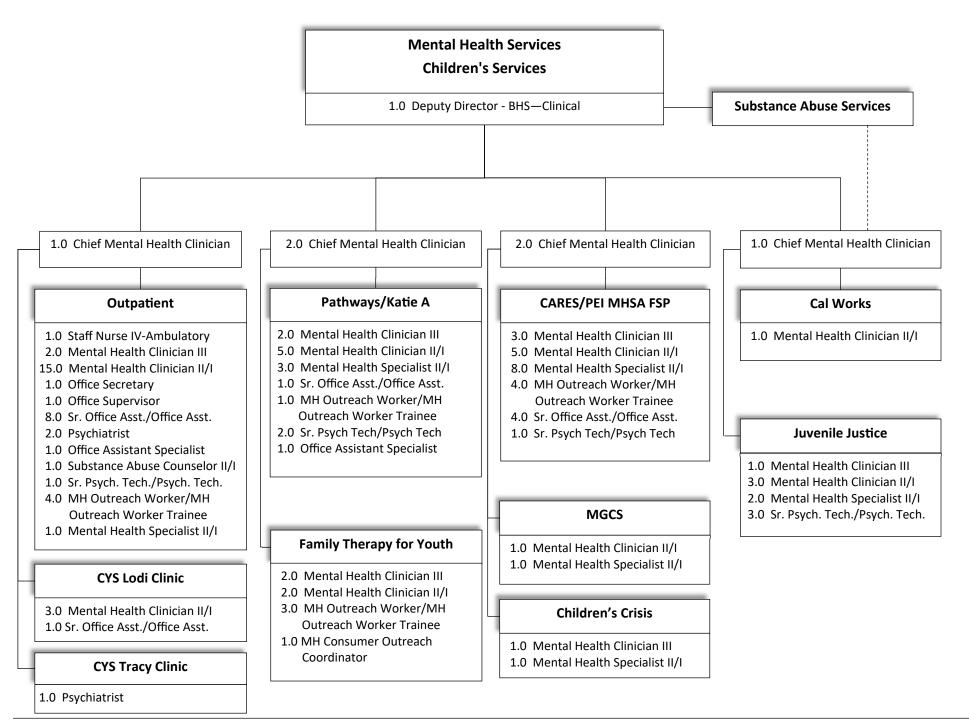








Mental Health Services Inpatient Services/Crisis Services 1.0 Deputy Director - BHS—Clinical 1.0 Chief Mental Health Clinician 1.0 Chief Mental Health Clinician 1.0 Chief Mental Health Clinician **Psychiatric Health Facility Crisis Stabilization PATH Grant Crisis Services/MHSA CCRT** 1.0 Physician Manager 1.0 Mental Health Specialist II/I 3.0 Chief Psychiatric Tech 4.0 Mental Health Clinician III 2.0 Psychiatrist 1.0 Protective Svcs Soc Work III/II/I 14.0 Sr. Psych. Tech./Psych. Tech. 13.0 Mental Health Clinician II/I 1.0 Mental Health Clinician III 3.0 Staff Nurse IV-Inpatient 6.0 Mental Health Specialist II/I 3.0 Mental Health Clinician II/I 4.0 Mental Health Clinician II/I 6.0 Sr. Office Asst./Office Asst. 7.0 Mental Health Specialist II/I 9.0 Mental Health Specialist II/I 1.0 Chief Psychiatric Tech 1.0 Occupational Therapist 1.0 Office Assistant Specialist 7.0 Sr. Psych. Tech./Psych. Tech. 1.0 Office Supervisor 1.0 Mental Health Clinician III 1.0 Psychiatrist 2.0 Office Assistant Specialist 3.0 Sr. Office Asst./Office Asst. 1.0 Staff Nurse III-Inpatient 2.0 Chief Psychiatric Technician 1.0 MH Outreach Worker/MH 7.0 MH Outreach Worker/MH **Hospital Consultation** 12.0 Sr. Psych. Tech./Psych. Tech. Outreach Worker Trainee Outreach Worker Trainee 1.0 Rehabilitation Therapist II 1.0 Substance Abuse Counselor II/I 1.0 Psychiatrist 3.0 Sr. Office Asst./Office Asst. 1.0 Office Supervisor 1.0 Staff Nurse V-Asst Nursing Dept Manager 2.0 Staff Nurse IV-Inpatient 1.0 Mental Health Court Liaison 2.0 MH Outreach Worker/MH **Outreach Worker Trainee** MCST-SB82 6.0 Mental Health Clinician II/I 6.0 MH Outreach Worker/MH Outreach Worker Trainee



Mental Health Services Mental Health Services Act/Specialty Services

1.0 Chief Mental Health Clinician

Transcultural Clinic/MHSA SEARS

- 1.0 Mental Health Clinician III
- 2.0 Mental Health Clinician II/I
- 2.0 Sr. Office Asst./Office Asst.
- 6.0 Mental Health Interpreter II/I
- 1.0 Sr. Psych. Tech./Psych. Tech.
- 4.0 Mental Health Specialist II/I
- 1.0 MH Outreach Worker/MH Outreach Worker Trainee
- 1.0 Office Supervisor
- 1.0 Staff Nurse III Ambulatory

MHSA La Familia

- 1.0 Mental Health Clinician III
- 3.0 Mental Health Clinician II/I
- 1.0 Staff Nurse IV-Ambulatory
- 2.0 Sr. Office Asst./Office Asst.
- 4.0 Mental Health Specialist II/I
- 2.0 MH Outreach Worker/MH Outreach Worker Trainee

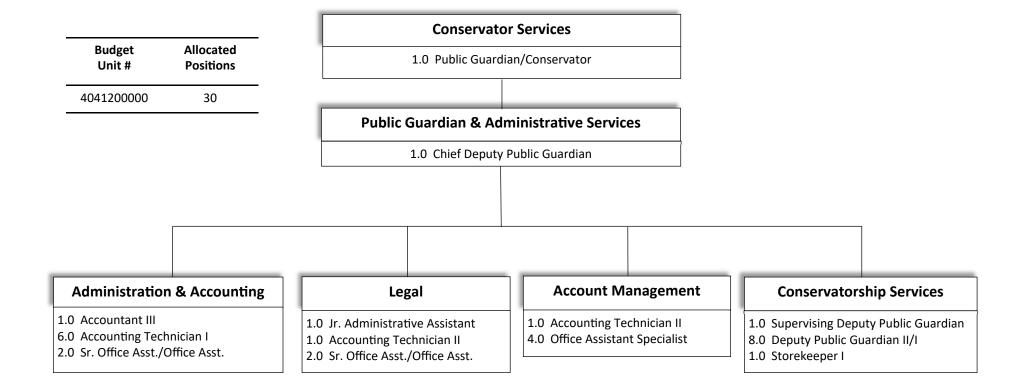
MHSA BACOP

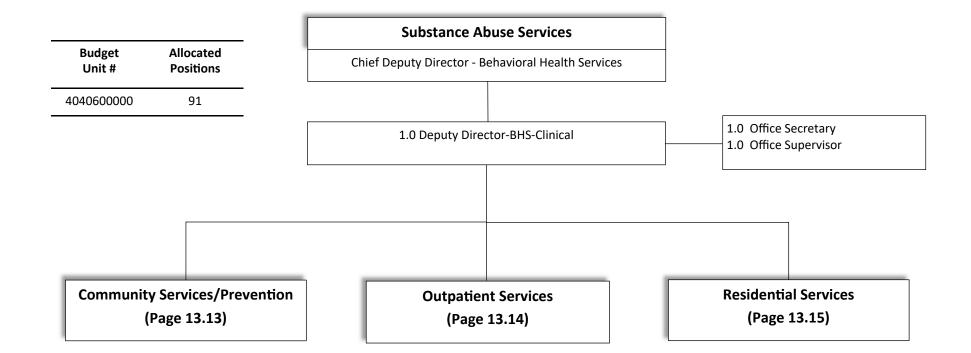
- 5.0 Mental Health Clinician II/I
- 1.0 Mental Health Clinician III
- 1.0 Mental Health Specialist II/I
- 2.0 Sr. Office Asst./Office Asst.
- 1.0 Chief Psychiatric Technician
- 1.0 Staff Nurse III Ambulatory
- 1.0 MH Outreach Worker/MH Outreach Worker Trainee
- 2.0 Sr. Psych Tech/Psych Tech

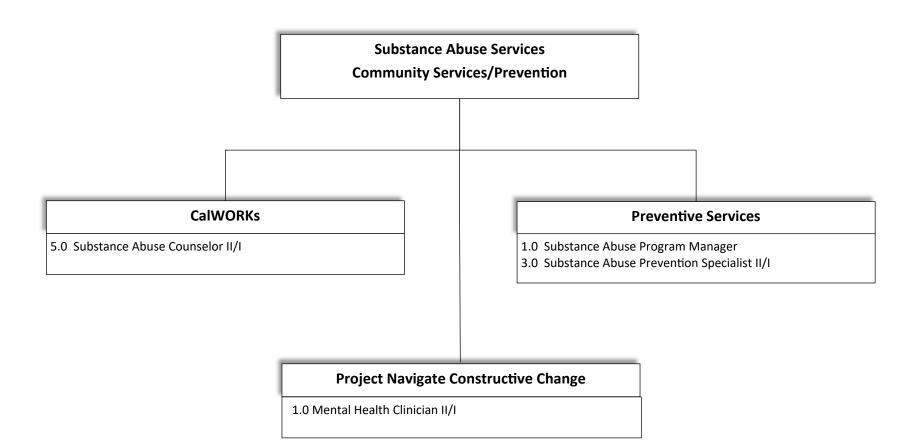
Budget	Allocated
Unit #	Positions
4040300000	11

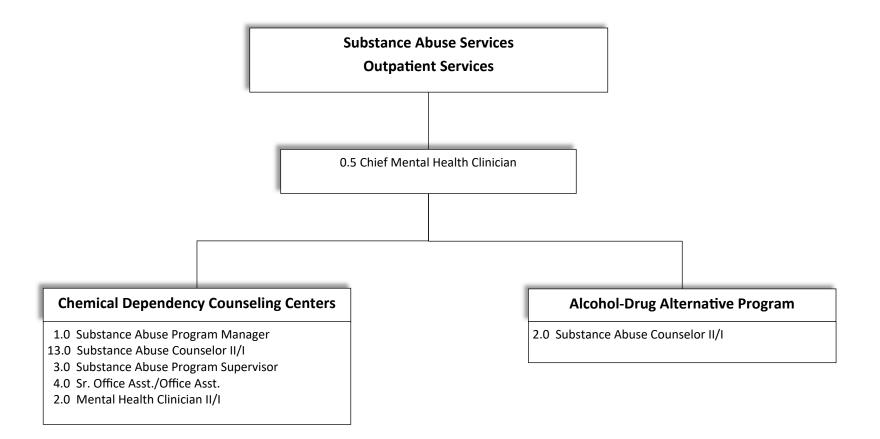
Mental Hea	lth Pharmacy
1.0 Pharm	acy Manager

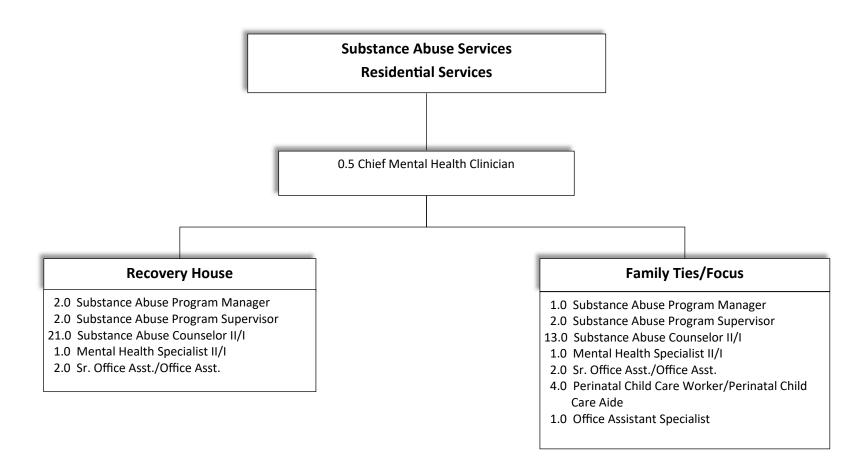
- 1.0 Pharmacist
- 1.0 Pharmacist-Clinical
- 1.0 Pharmacy Tech III Supervisor
- 5.0 Pharmacy Tech III/II/I
- 2.0 Sr. Office Asst./Office Asst.

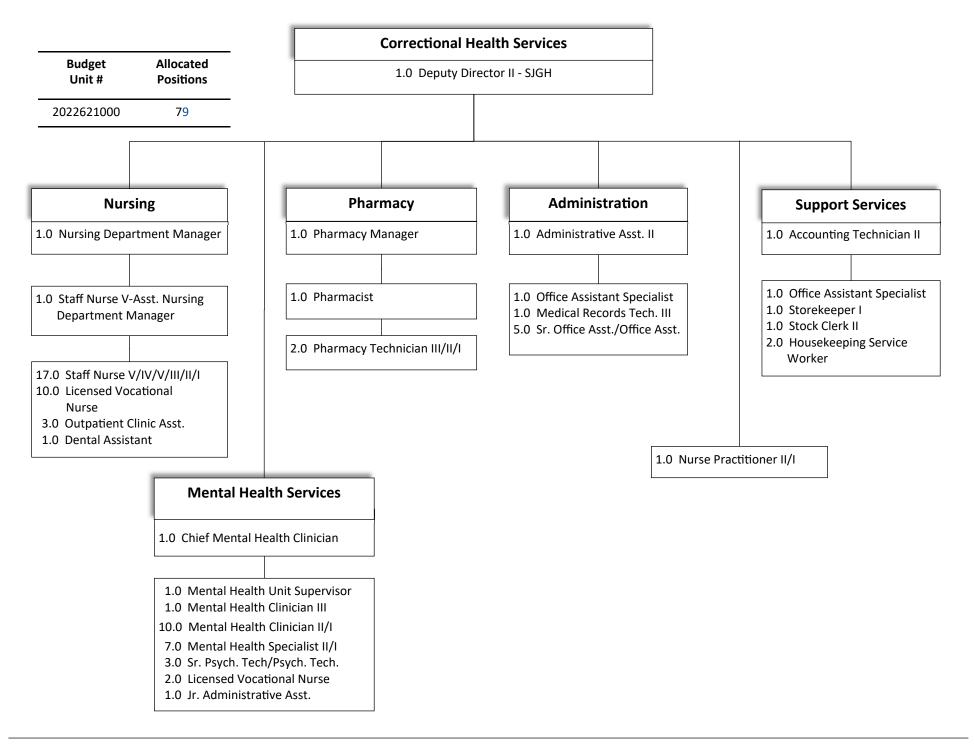


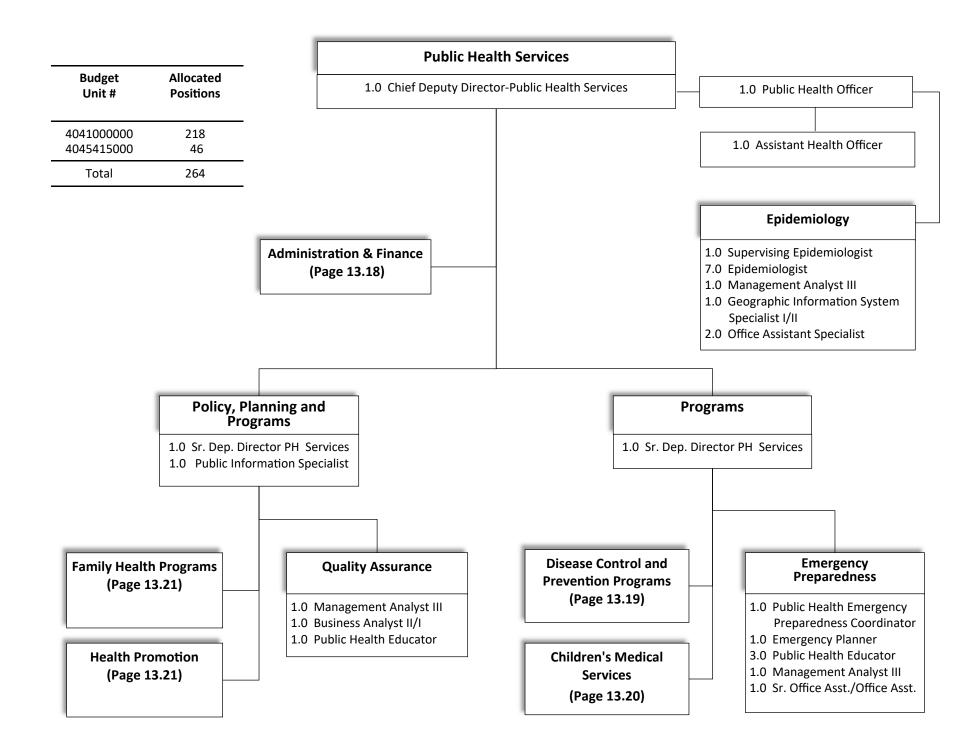


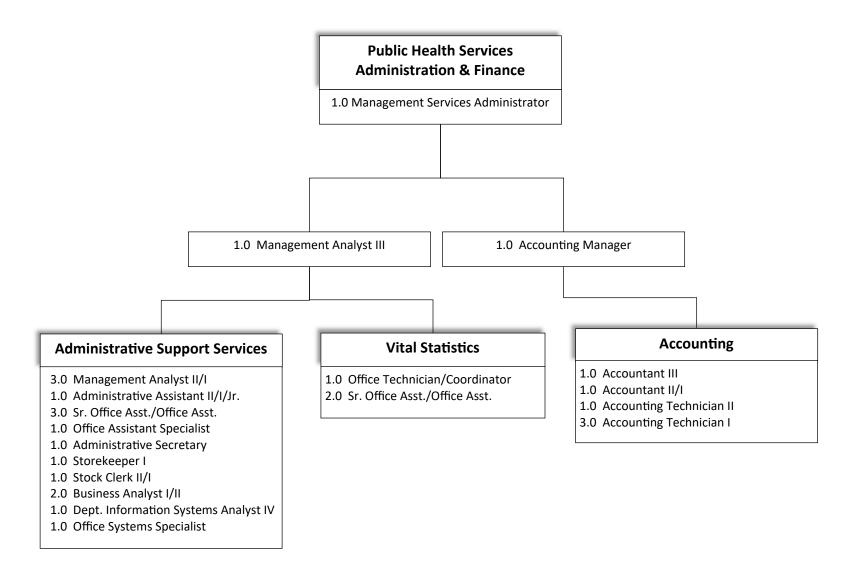












Public Health Services Disease Control & Prevention Programs Public Health Laboratory Communicable Disease and **Community Services** 1.0 Program Manager - Public Health 1.0 Director of PH Lab Services Nursing 1.0 Assistant Director of PH Lab Services 1.0 Program Coordinator - AIDS 2.0 Supervising Public Health 1.0 Supervising Public Health Nurse 10.0 Public Health Nurse II/I Microbiologist 2.0 Senior Public Health Microbiologist 2.0 Sr. Social Worker/Social Worker 8.0 Public Health Microbiologist II/I/Trainee 3.0 Sr. Communicable Disease Investigator 2.0 Public Health Lab Technician II/I 1.0 Office Technician Coordinator 24.0 Communicable Disease 2.0 Sr. Office Asst./Office Asst. Investigator 2.0 AIDS Case Worker 5.0 Community Health Outreach Worker 2.0 Office Supervisor 13.0 Sr. Office Asst./Office Asst. 1.0 Management Analyst II/I 1.0 Public Health Education Assoc. II/I 2.0 Public Health Educator

Public Health Services Children's Medical Services

1.0 Children's Medical Services Manager

Child Health & Disability Prevention

- 1.0 Supervising Public Health Nurse
- 1.0 Senior Public Health Nurse
- 6.0 Public Health Nurse II/I
- 2.0 Community Health Outreach Worker
- 2.0 Sr. Office Asst./Office Asst.

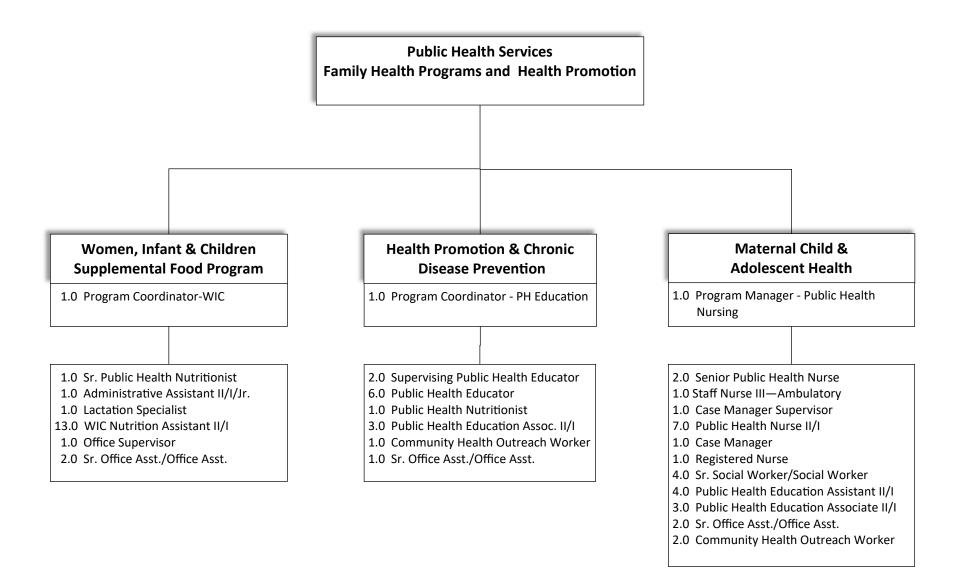
California Children's Services

- 1.0 Assistant Health Officer
- 1.0 Physical Therapist-Senior
- 2.0 Senior Public Health Nurse
- 1.0 Case Manager
- 8.0 Public Health Nurse II/I
- 1.0 Staff Nurse III-Ambulatory
- 2.0 Office Supervisor
- 1.0 Office Assistant Specialist
- 15.0 Sr. Office Asst./Office Asst.

Medical Therapy Unit

1.0 Therapy Services Manager

- 2.0 Physical Therapist IV Assistant Dept Manager
- 1.0 Occupational Therapist IV Assistant Dept Manager
- 2.0 Physical Therapist-Senior
- 1.0 Occupational Therapist
- 1.0 Therapist Aide
- 2.0 Physical Therapist Assistant
- 1.0 Occupational Therapist Assistant
- 2.0 Sr. Office Asst./Office Asst.



Budget	Allocated
Unit #	Positions
5055600000	4

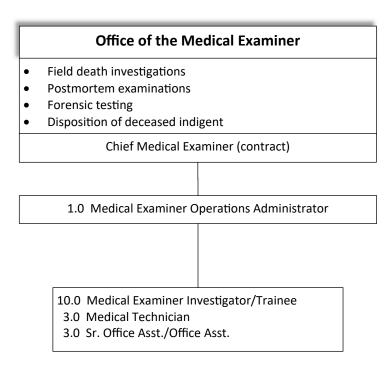
Veterans Services Office

- Provides services to veterans & eligible dependents
 - 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.

Budget	Allocated
Unit #	Positions
4049700000	17



Budget	Allocated	
Unit#	Positions	
5055246000	8	

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

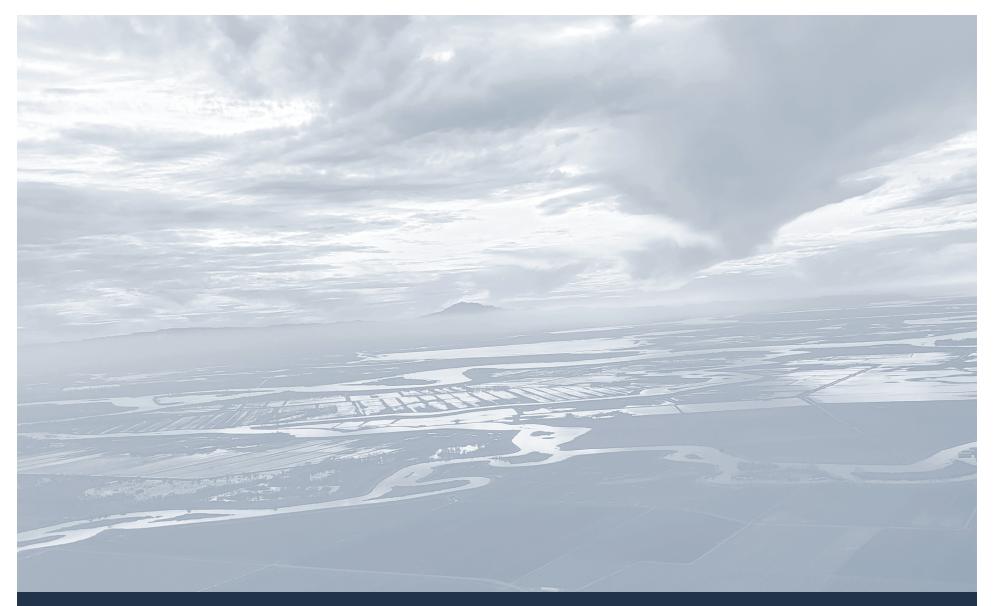
- 1.0 Program Admin-Homeless Initiatives
- 1.0 Management Analyst III
- 2.0 Management Analyst II/I
- 1.0 Office Assistant Specialist

Accounting

- 1.0 Accountant II/I
- 1.0 Accounting Technician I

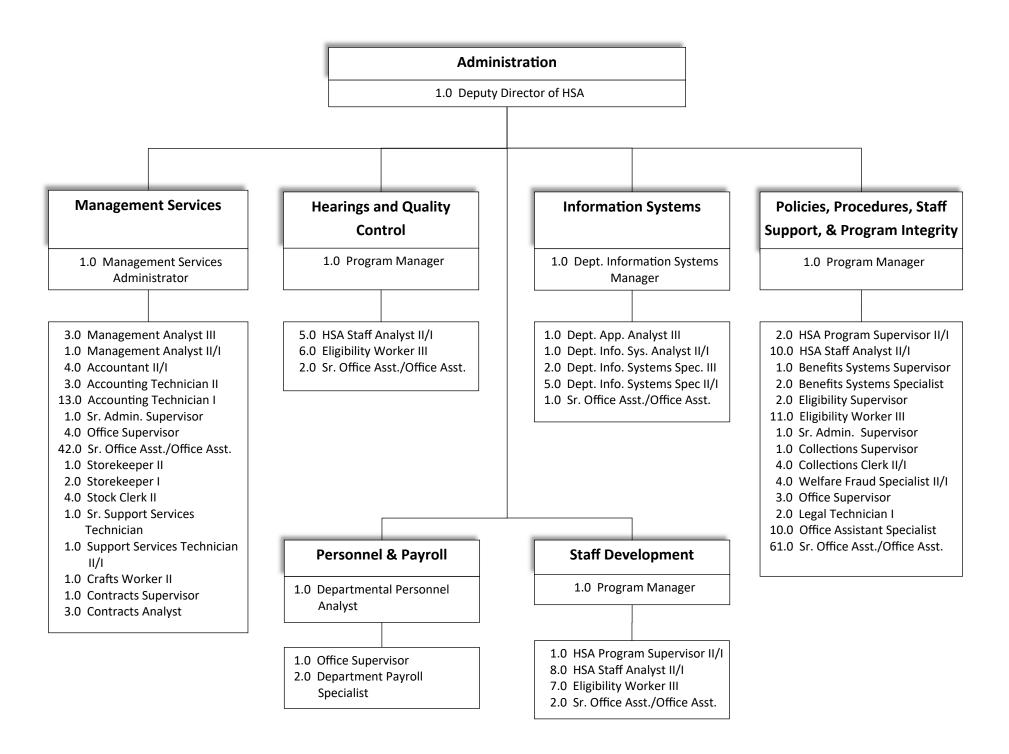
Rehabilitation Unit

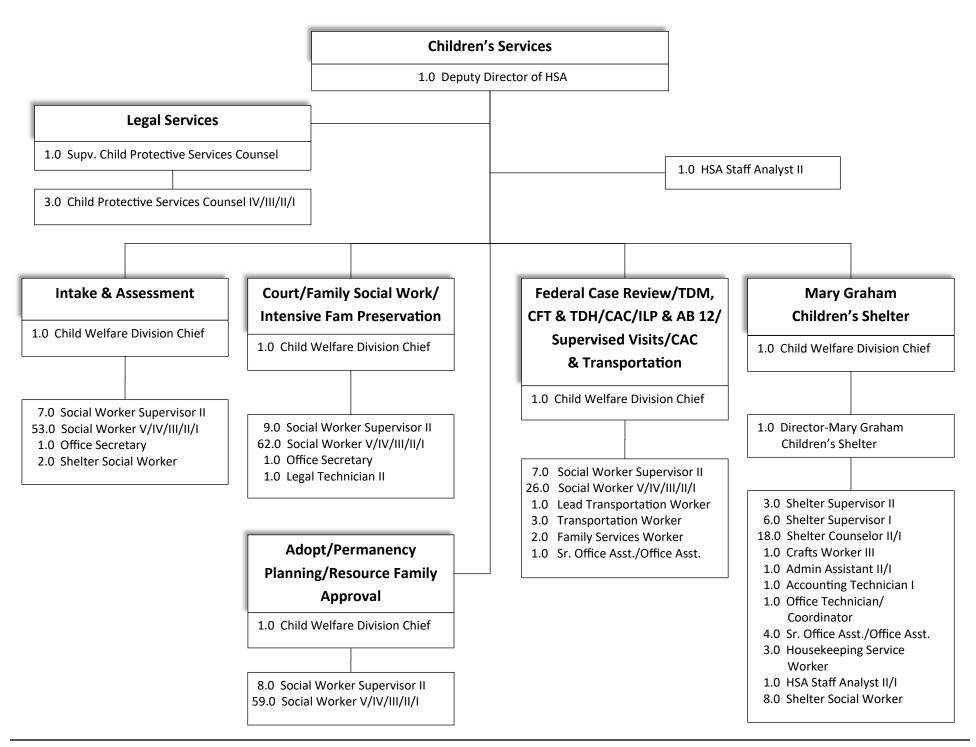
1.0 Housing Rehab. Specialist II/I

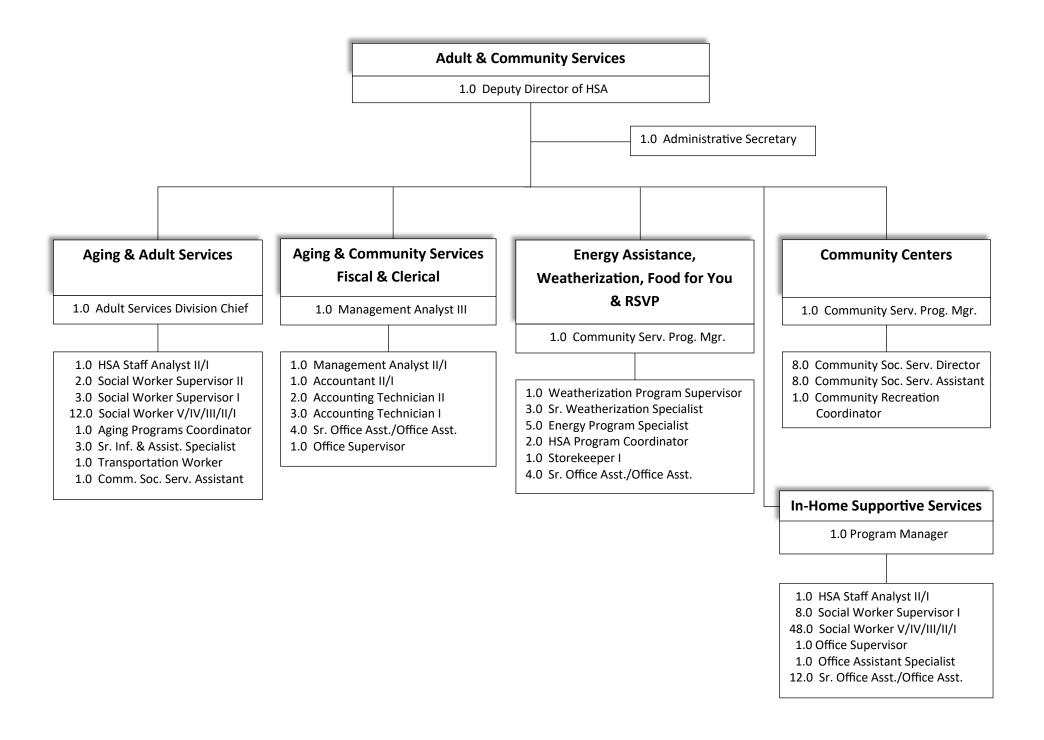


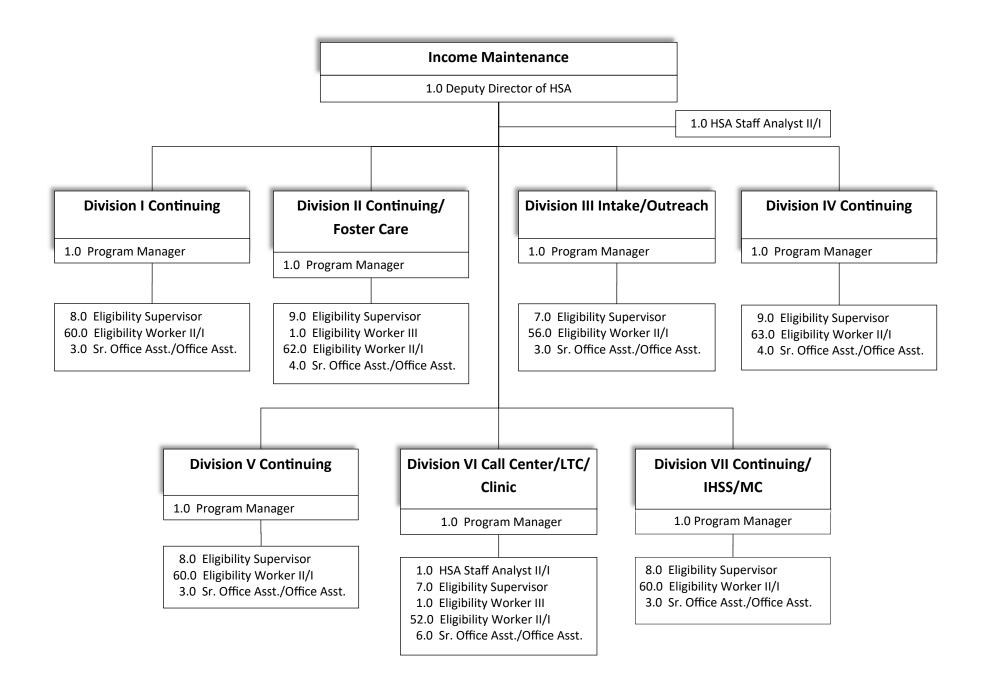


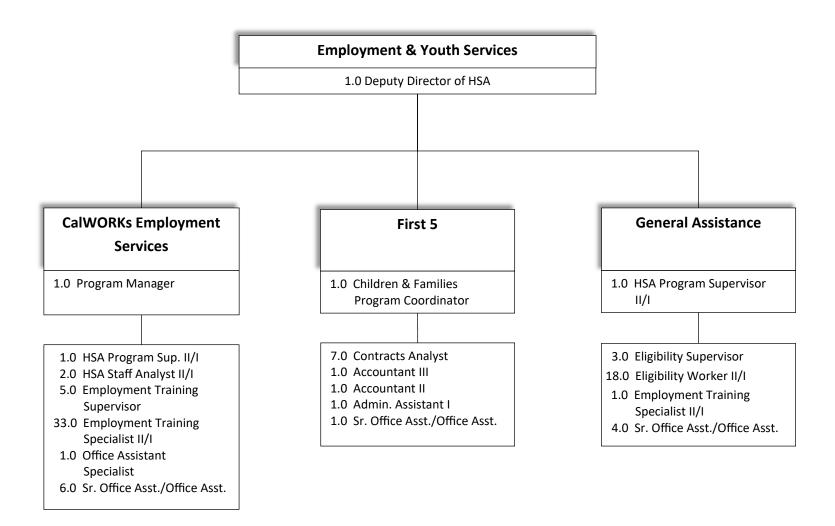
		_	Human Services Agency			
Budget Unit #	Allocated Positions		ides State & Federally-mandated publi Il services programs for the citizens of			
5050101000 5053900000 5054101000	1,181 48 58	Coun -	nty including: - California Work Opportunity & Respo (CalWORKs)	·		
4049100000 Total	12 1,299	- - - - - -	- CalFresh - General Assistance - Medi-Cal - Affordable Care Act - Adoption of Children - Child & Adult Protective Services - Mary Graham Children's Shelter - First 5 San Joaquin			
			1.0 Director of Human Service	s	1.0 Executive Section 1.0 Administrative	
			1.0 Assistant Director of Human Ser	rvices		
	istration e 14.2)		Adult & Community Service (Page 14.4)	es		• Maintenance age 14.5)
	C	nildren's Services (Page 14.3)		Employment & Y		

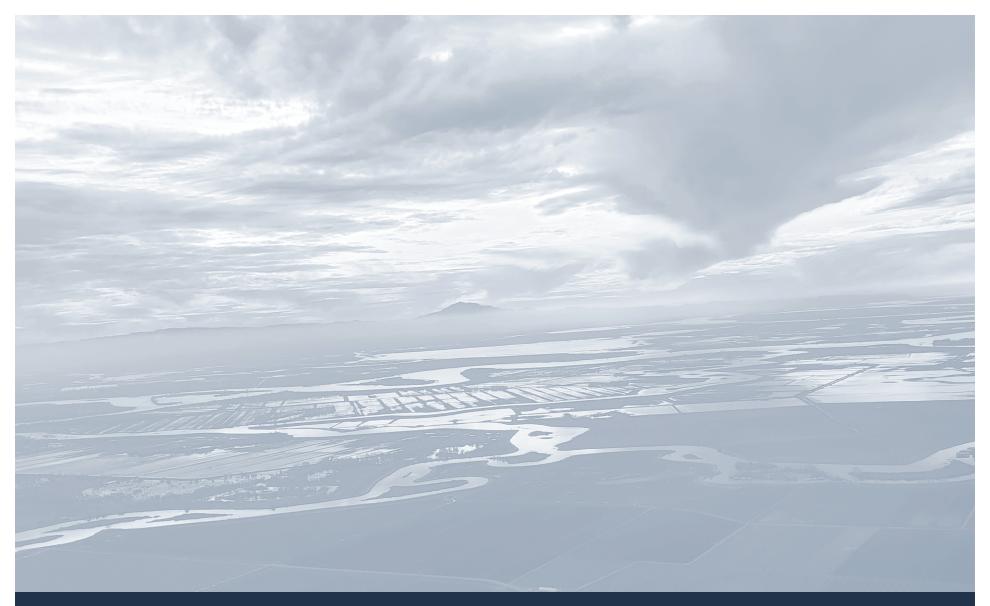














Budget Unit #	Allocated Positions
2021200000	26
2022700000	49
2022702000	64
2022702300	15
2022702510	46
2022745000	18
2022785000	22
2022800000	117
Total	357

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
 - 1.0 County Probation Officer
 - 1.0 Assistant County Probation Officer

Field & Court Services

1.0 Deputy Chief Probation Officer

Juvenile Services (Page 15.2)

Adult Services (Page 15.3)

Local Community Corrections Partnership - AB109 (Page 15.4)

Institutional Services (Page 15.5)

Background/Training

- **Background investigations** Qualitative data collection
 - Training
 - 1.0 Probation Unit Supervisor
 - 1.0 Probation Officer III
 - 1.0 Sr. Office Asst./Office Asst.

Financial Services

- **Budget Preparation**
- **Accounting Services**
- **Grant Management**
- **Billing Processes**
- Fine/Fee Collection Services
- Payroll

Administrative Services

1.0 Deputy Chief Probation Officer

- Procurement
- 1.0 Management Analyst III
- 1.0 Management Analyst II/IU
- 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

1.0 Deputy Chief Probation Officer

Research & Evaluation

Data analysis & trend reporting

1.0 Principal Business Analyst

2.0 Management Analyst II/I

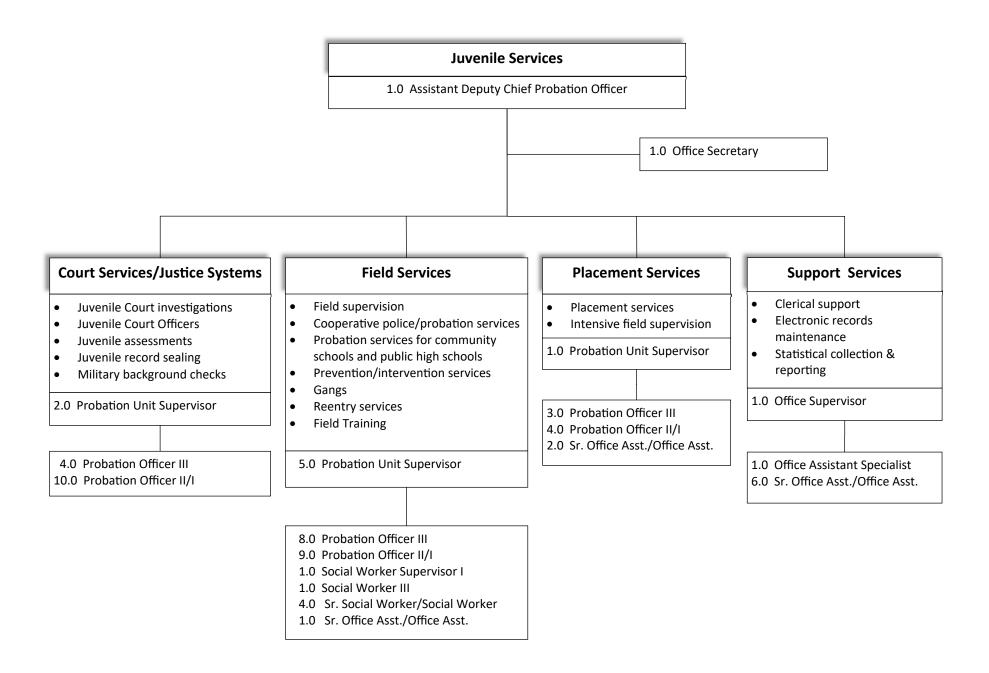
1.0 Office Assistant Specialist

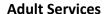
3.0 Sr. Office Asst./Office Asst.

1.0 Business Analyst II/I

Administration

- 1.0 Sr. Administrative Supervisor
- 1.0 Executive Secretary





1.0 Assistant Deputy Chief Probation Officer

1.0 Office Secretary

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.

Field Services

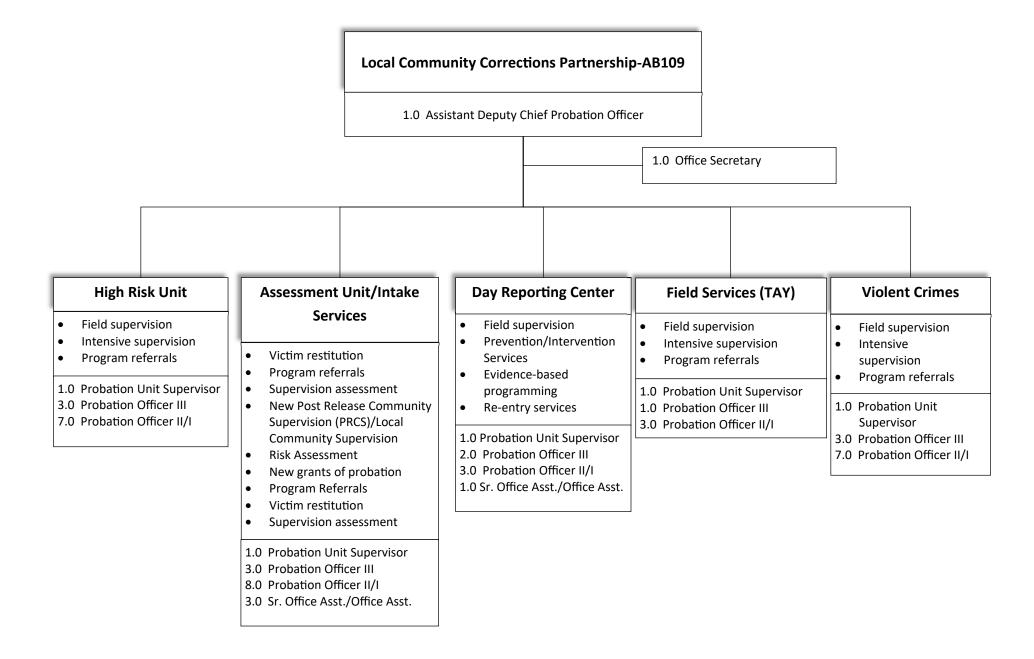
- Field Supervision
- Domestic Violence Supervision
- Gangs
- Violent Crimes
- Intensive Supervision
- Office of Traffic Safety Grant
- Prop 36 Services
- Deferred Entry of Judgment Supervision
- ADAP Referrals
- 5.0 Probation Unit Supervisor
- 7.0 Probation Officer III
- 29.0 Probation Officer II/I
- 1.0 Office Assistant Specialist
- 1.0 Sr. Office Asst./Office Asst.

Support Services

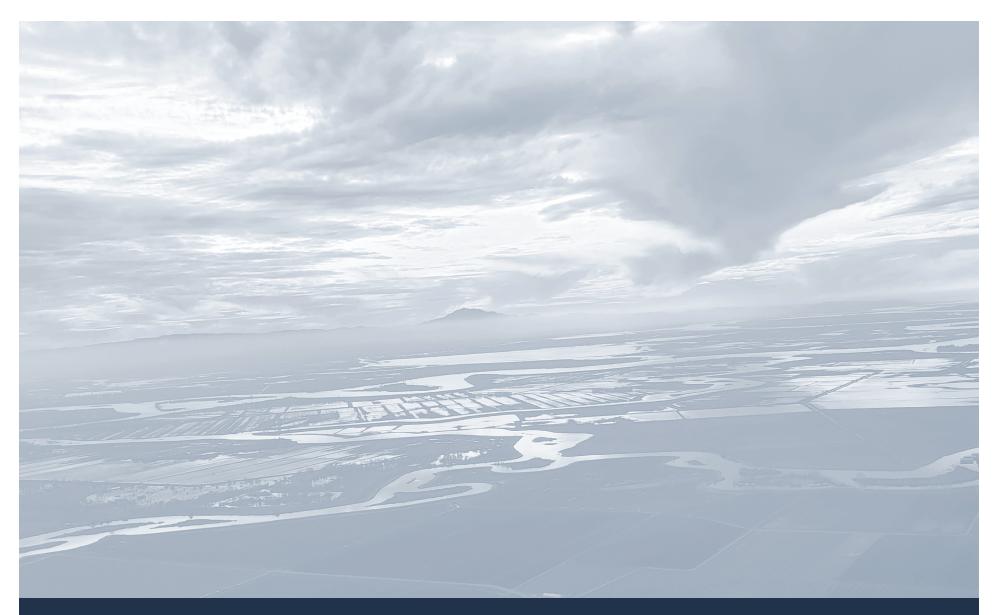
- Clerical support
- Electronic records management
- Statistical collection & reporting
- 1.0 Office Supervisor
- 2.0 Office Assistant Specialist
- 10.0 Sr. Office Asst./Office Asst.

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.



Institutional Services **Institutional Administrative Services Operational Services** 1.0 Assistant Deputy Chief Probation Officer 1.0 Assistant Deputy Chief Probation Officer 2.0 Juvenile Facility Supervisor 5.0 Juvenile Facility Supervisor **Youth Advocacy Support Services** Intake Camp Juvenile Intake Youth grievances Clerical support 360-day rehabilitative com-Classification Statistical collection & reporting mitment program Program facilitation 45 beds **Detention Assessments** Detention case planning Supplies Transportation Community supervision 1.0 Office Secretary 1.0 Probation Unit Supervisor Electronic monitoring 1.0 Probation Officer III 1.0 Office Assistant Specialist 1.0 Probation Unit Supervisor 2.0 Stock Clerk II/I 2.0 Probation Officer II/I 1.0 Probation Unit Supervisor 3.0 Probation Officer III 3.0 Juvenile Detention Unit 1.0 Mail Clerk 1.0 Probation Officer III 3.0 Probation Officer II/I 2.0 Probation Officer II/I Supervisor 2.0 Sr. Office Asst./Office Asst. 7.0 Juvenile Detention Officer/ 1.0 Juvenile Detention Unit Juvenile Det. Officer Asst. Supervisor **Specialized Services** 1.0 Sr. Office Asst./Office Asst. 3.0 Juvenile Detention Officer/ Juvenile Det. Officer Asst. **Housing Units** Work project Central control 150 beds Visitation 13.0 Juvenile Detention Unit **Court Services** Supervisor Field Training Officer 44.0 Juvenile Detention Officer/ 4.0 Juvenile Detention Unit Juvenile Det. Officer Asst. Supervisor 10.0 Juvenile Detention Officer/ Juvenile Det. Officer Asst.

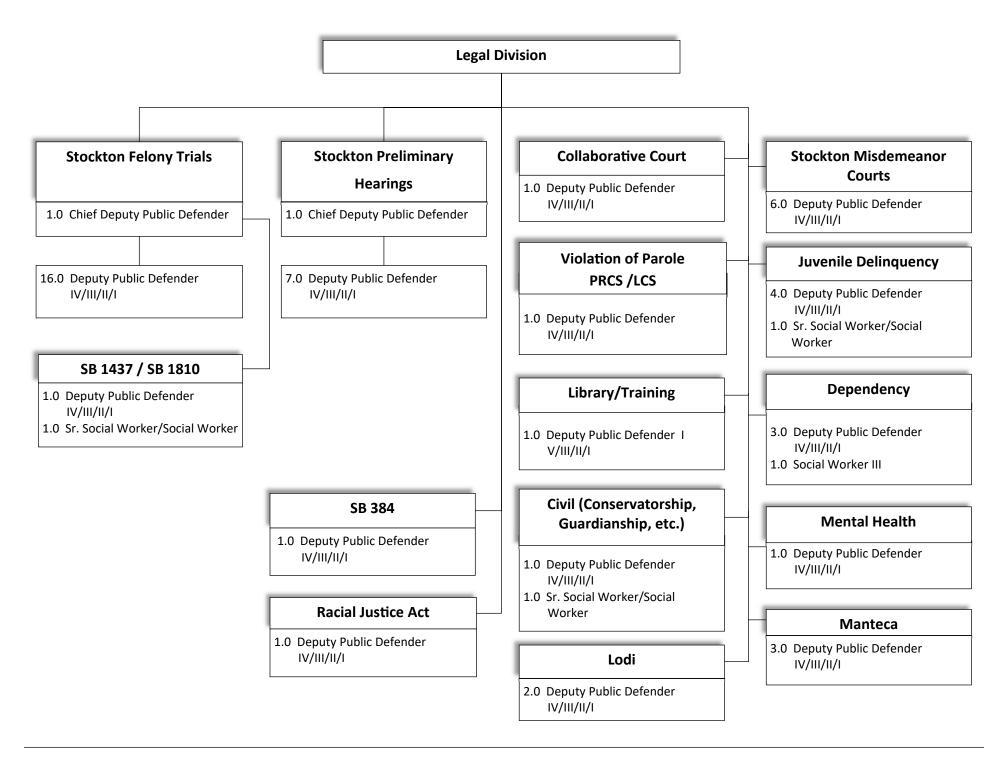


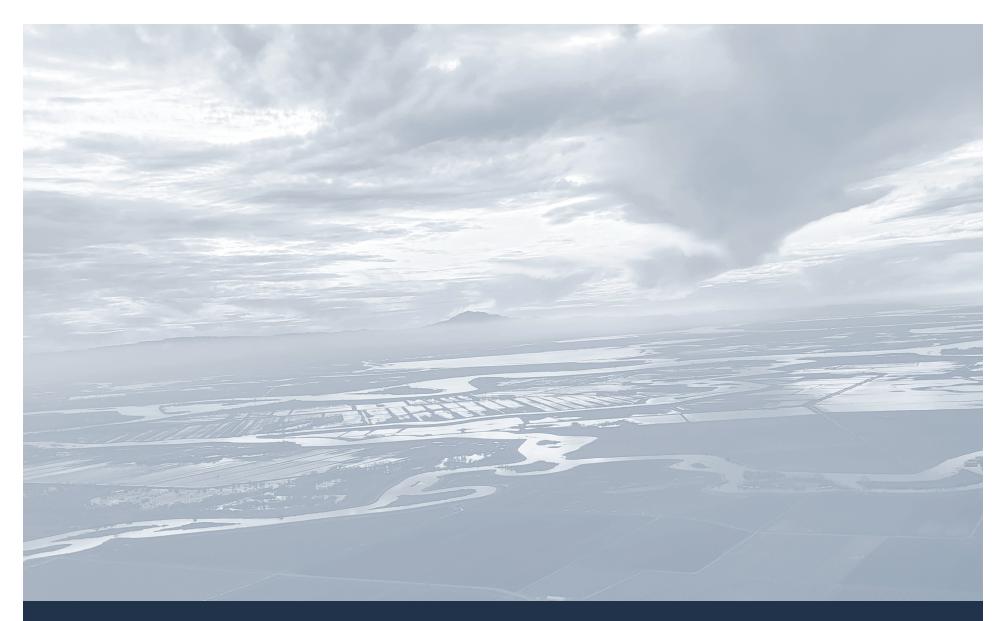


2021-2022 **ORGANIZATIONAL CHART**

PUBLIC DEFENDER

		Public Defender's Office	
Budget Unit #	Allocated Positions	Provides legal representation for indigent persons for whom the County is required to provide counsel in	
020400000	92	criminal, juvenile, & mental health matters	
		1.0 Public Defender	
		1.0 Assistant Public Defender	
	Legal Division (Page 16.2)	Investigative Division	Administrative Services
(1 age 13:2)		1.0 Chief Public Defender Investigator 12.0 Public Defender Investigator II/I	1.0 Administrative Assistant II 1.0 Dept. Info Systems Analyst II
		4.0 Public Defender Investigator Asst.	1.0 Senior Legal Technician
			10.0 Legal Technician II/I1.0 Accounting Technician II3.0 Sr. Office Asst./Office Asst.
			1.0 Paralegal II/I







Budget Unit #	Allocated Positions
1016000000	2
2023060000	13
2024100000	28
3030101000	29
3030103000	67
3030105000	99
3030108000	5
3030900000	7
4040800000	24
8190000000	40
9210000540	92
Total	406

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

Administrator Coordinator 1.0 Executive Secretary

1.0 Office Secretary

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

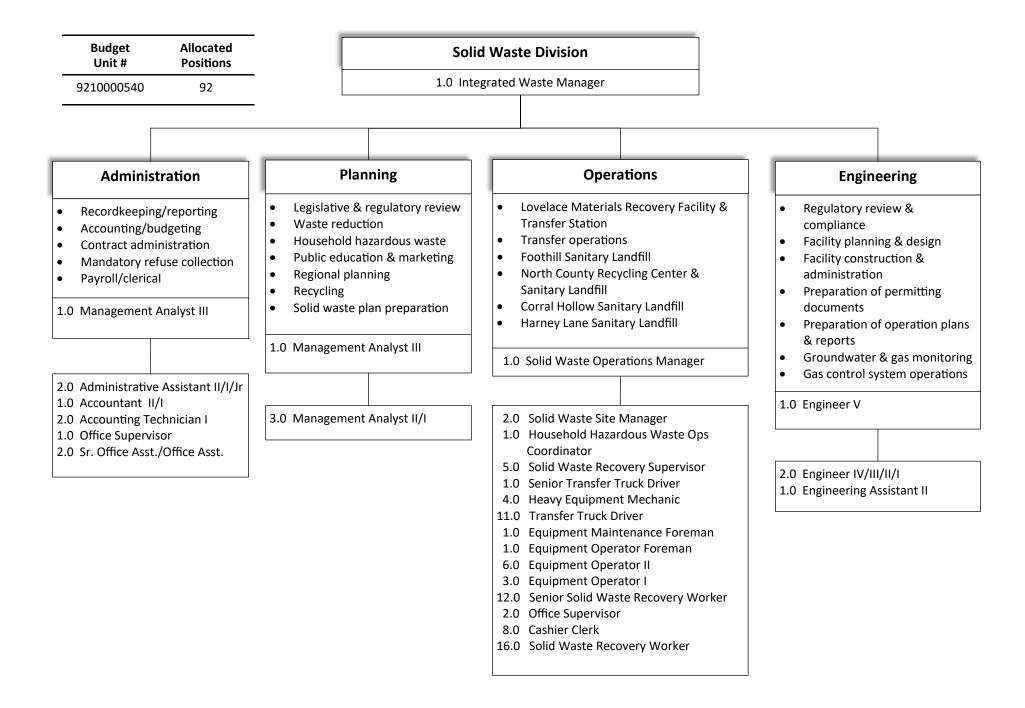
Administrative Services

(Page 17.9)

- Fiscal
- Geographic Information Systems
- Central Services
- Personnel/Training
- Information Systems
- Purchasing

Budget	Allocated	Operation Services	
Unit # 2024100000 4040800000	Positions 28 24	 Road & bridge maintenance Solid Waste planning & operations Utility Districts operation Channel Maintenance operations 	
Total	52	Fleet Services	
		1.0 Deputy Director of Public Works	
			Road Maintenance (Page 17.3)
Flood Channel	Maintenance	Utility Maintenance	
 Maintains flood co Zone 9 & 10, & Sar Flood Control Age District 96-1 	n Joaquin Area	Operates & maintains water, sanitary sewer & storm pump systems for the County-maintained Special Districts	Solid Waste (Page 17.4)
1.0 Channel Maintena	nce Superintendent	1.0 Utility District Superintendent	
1.0 Public Works Main 1.0 Equipment Operat 1.0 Welder 1.0 Sr. Engineering Aid 4.0 Equipment Operat 9.0 Equipment Operat 1.0 Pest Abatement Operat Maintenance Worl 1.0 Office Technician/0	or Foreman le or II or I perator II nnce Worker/ ker	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.	Fleet Services/Equip. Maintenance (Page 17.5)

Dudget	Allocated	.	Road Ma				
Budget Unit # .030105000	Positions 99	· • [Fraffic signs, striping, & pa	erations			
		• F	Roadway surface maintena Roadbed reconstruction Roadside shoulder & ditch Storm drain & tree mainte Right of Way Abatement a Corporation yard maintena	maintenance nance and Street Sweeping	1.0 Accou 1.0 Engine 1.0 Admin 1.0 Storek	ering Assistant I istrative Assistant I/Jr	
	Central Area		Eas	t Area	S	outh 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/ 		Equipment Operator Foreman Tree Crew Supervisor Equipment Operator II Equipment Operator I Tree Crew Worker 1.0 Equipment Operator Quipment Operator Quipme		erator II erator I nce Worker/	 1.0 Public Works Maintenance Man 1.0 Equipment Operator Foreman 2.0 Equipment Operator II 7.0 Equipment Operator I 6.0 Hwy Maintenance Worker/ Maintenance Worker 		
Wanten	ance worker	Noi	rth Area	Traffic M	aintenance		
		1.0 Public Works I 1.0 Bridge Mainte 1.0 Equipment Op 2.0 Equipment Op 4.0 Bridge Mainte 3.0 Equipment Op 1.0 Bridge Tender 8.0 Hwy Maintena	perator Foreman perator II mance Worker perator I	1.0 Public Works M 1.0 Traffic Foreman 1.0 Traffic Striper O 2.0 Traffic Striper O 1.0 Traffic Sign Fabr 9.0 Hwy Maintenan Maintenance W	perator II perator I icator ce Worker/		



Budget Unit # 8190000000	Allocated Positions 40	Mair&briProc	Fleet S ures & pools vehicles ntains light & heavy equ dges ures parts & maintains nal Service Fund accou	nicles,		
Heavy/L	ight Equipment Ro	epair	Fleet Servi	ces Storeroom	Fleet S	ervices Administration
2.0 Automoti 7.0 Heavy Eq 9.0 Automoti 2.0 Equipmer 3.0 Equipmer 1.0 Motor Po	nt Services Worker III nt Services Worker II ool Specialist nt Service Worker I		1.0 Equipment Par 3.0 Fleet Parts Spo	ts Room Supervisor ecialist	1.0 Mar	nagement Analyst III nagement Analyst II/I punting Technician I

Budget Allocated **Engineering Services** Unit# **Positions** 1.0 Deputy Director of Public Works 3030103000 67 1.0 Engineering Services Manager 1.0 Engineering Services Manager **Design Engineering Field Engineering Bridge Engineering**

- Road & utility studies & design
- Permit & development review
- Utility coordination
- Prepares plans, specifications, & estimates
- Pavement management
- Mileage inventory
- Advertise, award, & administer construction contracts
- Capital improvement programs
- Procures & administers special funding sources
- Special district support
- Project budget reports & schedules
- Highway safety & operational projects
- Budget coordination for engineering services
- 1.0 Engineer V
- 5.0 Engineer IV/III/II/I
- 2.0 Engineering Assistant III
- 2.0 Engineering Assistant II
- 6.0 Engineering Assistant I
- 1.0 Management Analyst III
- 1.0 Management Analyst II/I
- 1.0 Associate Real Property Agent
- 1.0 Assistant Real Property Agent
- 1.0 Administrative Assistant II/I/Jr
- 5.0 Sr. Engineering Aide/Eng. Aide
- 1.0 Sr. Office Asst./Office Asst.

- Construction contract administration
- Field inspection of contract construction, subdivisions, & encroachments
- Quality control testing
- Field surveying
- Utilities coordination
- Material testing & reports
- 5.0 Engineer IV/III/II/I
- 1.0 Licensed Land Surveyor
- 4.0 Engineering Assistant II
- 3.0 Engineering Assistant I
- 4.0 Sr. Engineering Aide/Eng. Aide
- 1.0 Administrative Assistant II/I/Jr
- 1.0 Office Assistant Specialist
- 1.0 Sr. Office Asst./Office Asst.

- Bridge, minor structures ,& ferry projects
- Prepares plans, specifications & estimates
- Bridge inspection & management system
- Advanced bridge planning
- Bridge minor structure mapping
- Foundation investigations
- Development review
- Bridge load limit posting & permitting
- Bridge scour program
- Consultant procurements
- 1.0 Engineer V
- 4.0 Engineer IV/III/II/I
- 1.0 Engineering Assistant II
- 1.0 Engineering Assistant I
- 1.0 Management Analyst II/I
- 1.0 Administrative Assistant II/I/Jr.
- 1.0 Sr. Engineering Aide/Eng. Aide

Transportation Engineering

- Advanced transportation planning
- Development, Legislative, Plan review
- Grant programs/transportation finance
- Congestion management program
- Traffic, bicycle planning & analysis
- Specific road plans & corridor studies
- Traffic impact mitigation fee programs
- CEQA/NEPA project clearances/ mitigation
- Traffic studies & data collection
- Accident records & analysis
- Traffic control device & safety lighting inventory
- External project coordination
- Traffic safety & operations
- Railroad crossing inventory/ management
- 1.0 Engineer V
- 1.0 Senior Planner
- 3.0 Engineer IV/III/II/I
- 1.0 Associate/Assistant Planner
- 1.0 Administrative Assistant II/I/Jr
- 1.0 Sr. Engineering Aide/Eng. Aide

Budget Unit #	Allocated Positions
1016000000	2
3030108000	5
3030900000	7
Total	14

Development Services

1.0 Deputy Director of Public Works

Development Services

1.0 Engineering Services Manager

Water Resources (Page 17.8)

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.

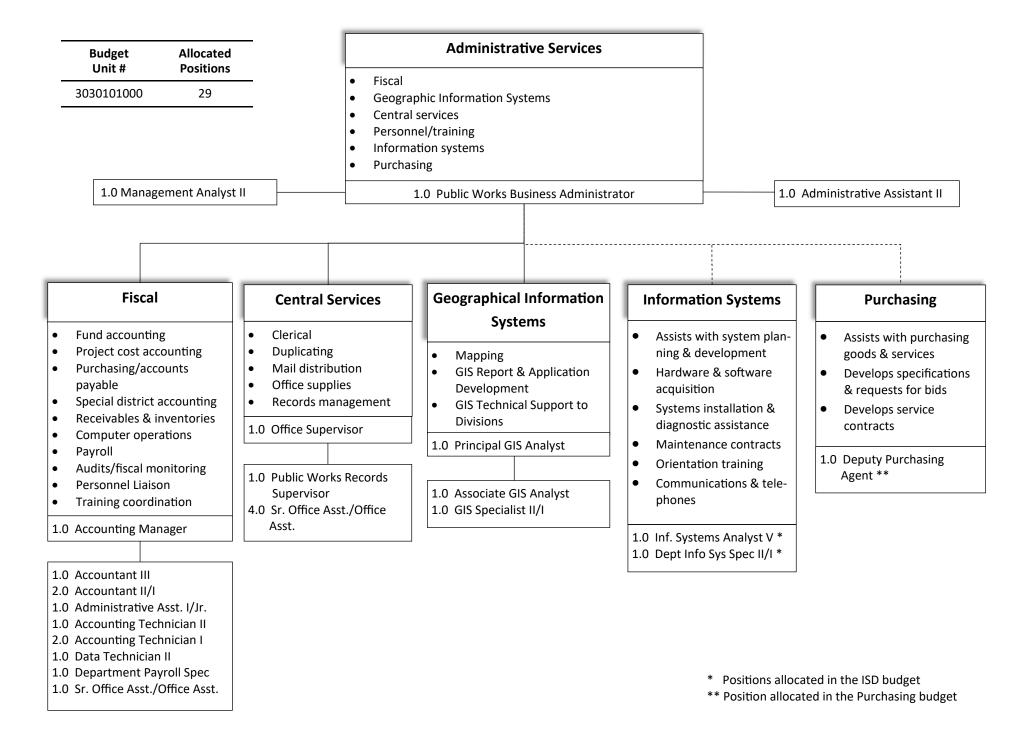
Public Works Development Services

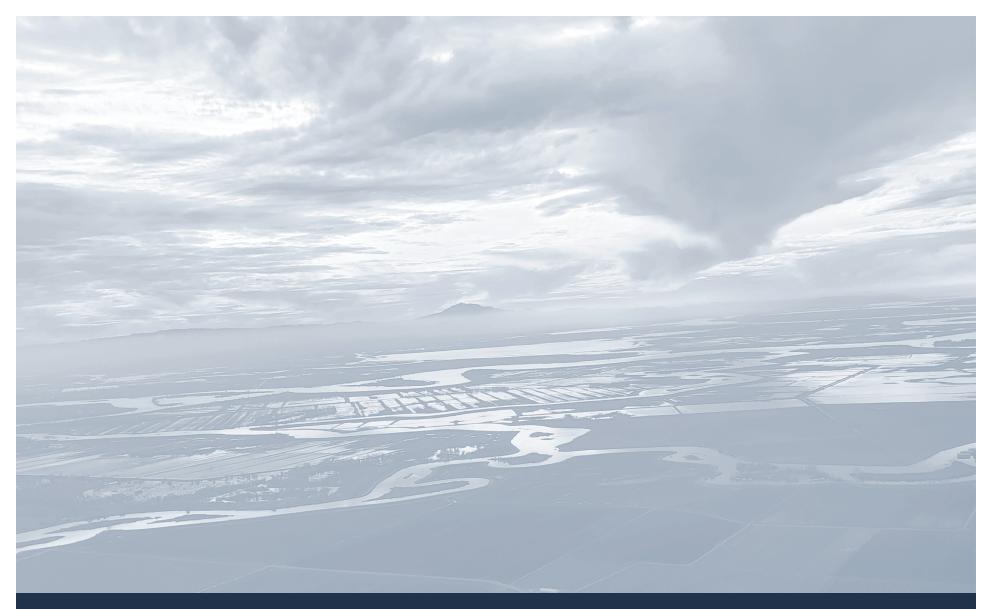
- Development application review/development agreements
- Areas of benefit/infrastructure reimbursement program
- City development, planning, & LAFCo referrals
- Community Development
 Department liaison
- Private road plan review
- Improvement plan checking
- Transportation & encroachment permits
- 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 II
- 1.0 Engineering Assistant I
- 1.0 Sr. Engineering Aide/Eng. Aide

Budget	Allocated
Unit #	Positions
2023060000	13

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 Date 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.

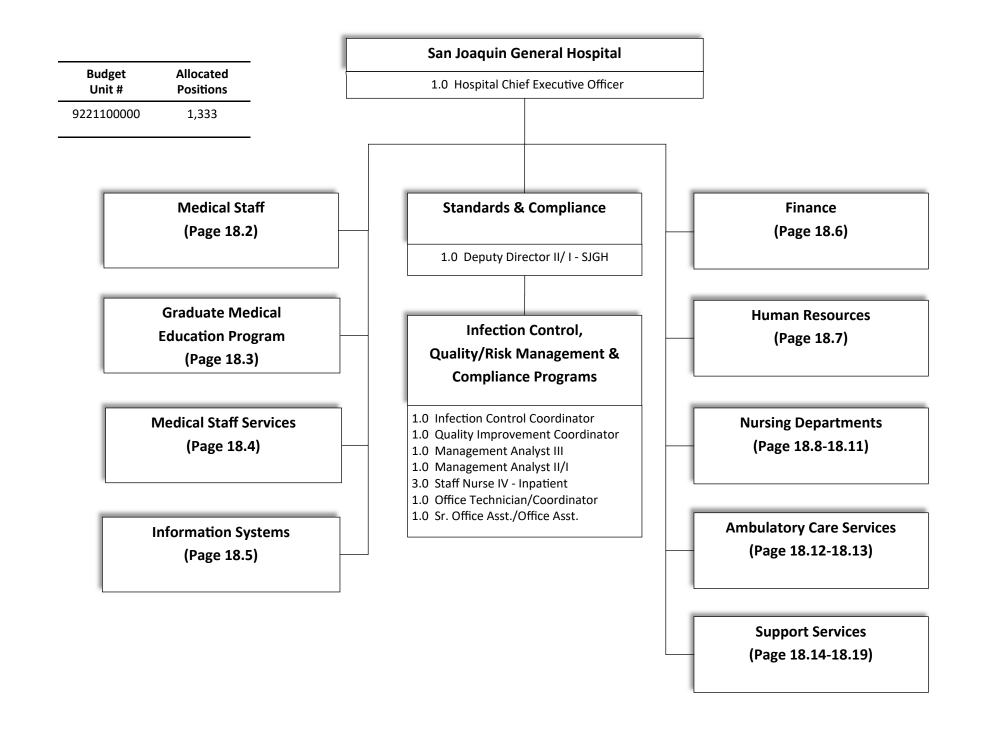


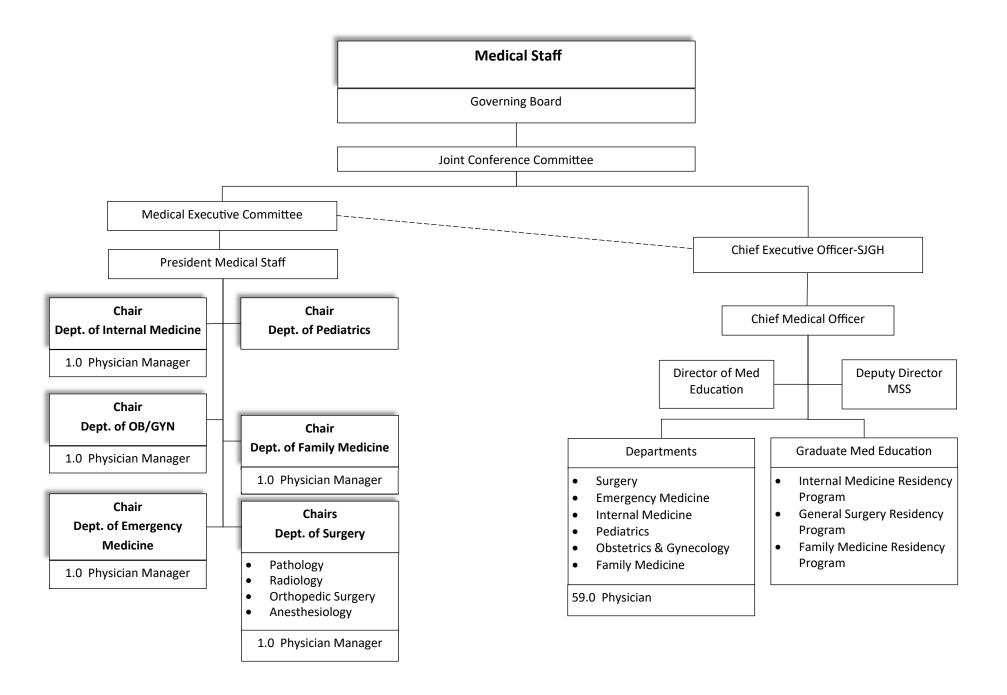


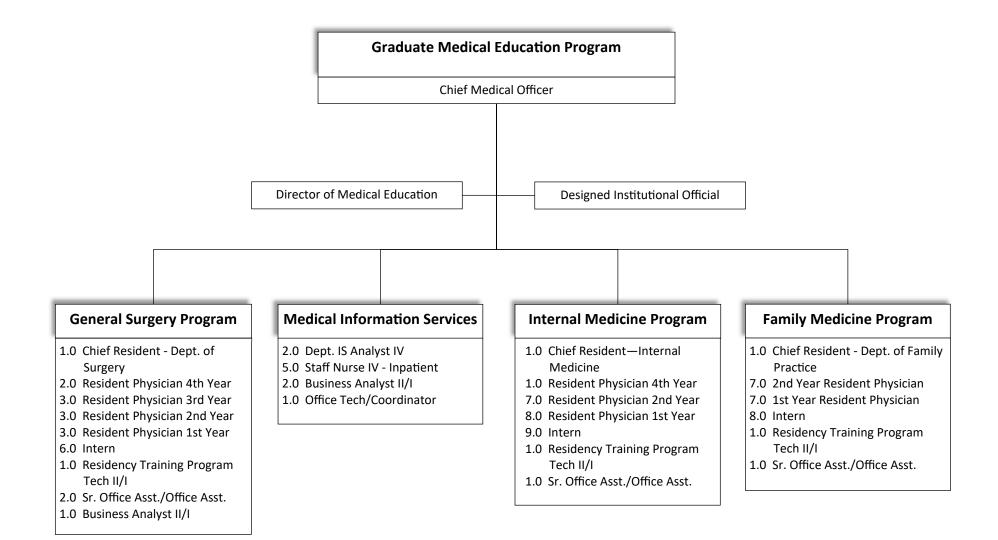


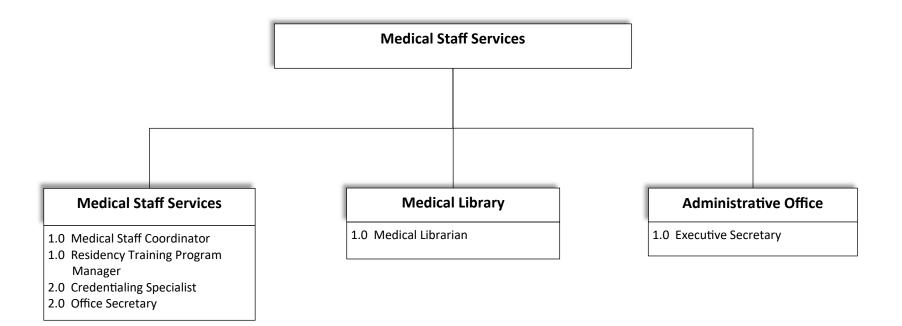
2021-2022 **ORGANIZATIONAL CHART**

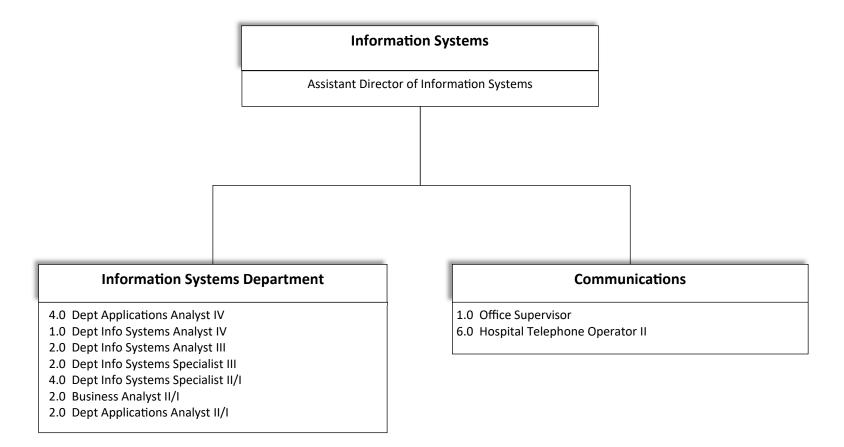
SAN JOAQUIN GENERAL HOSPITAL

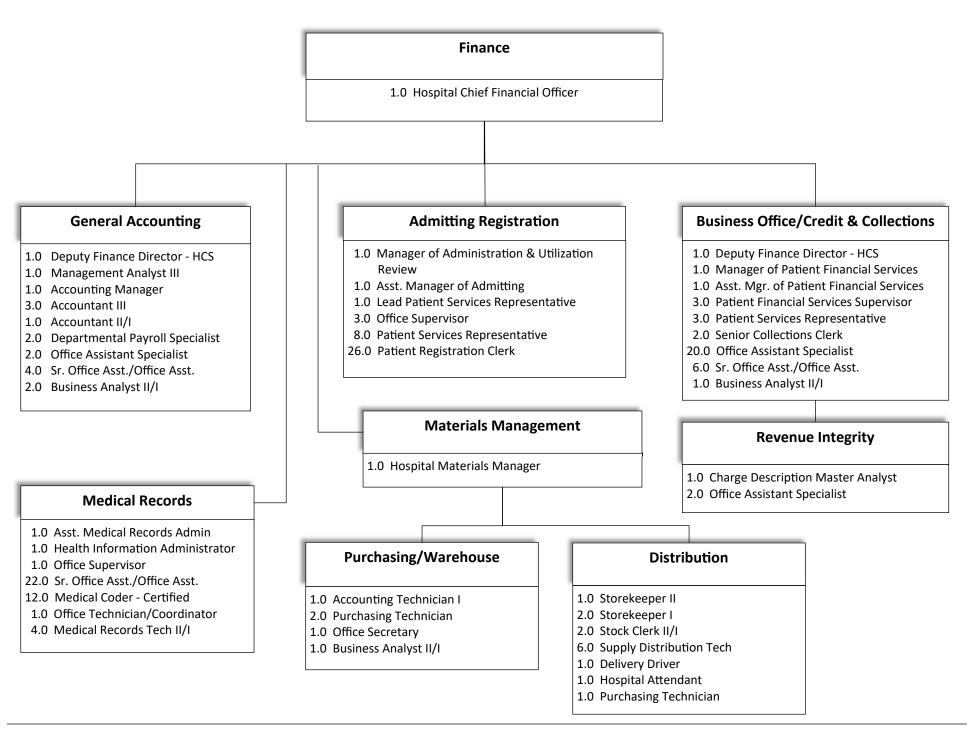


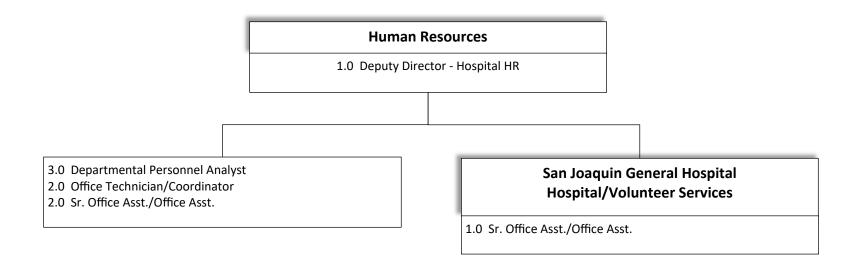


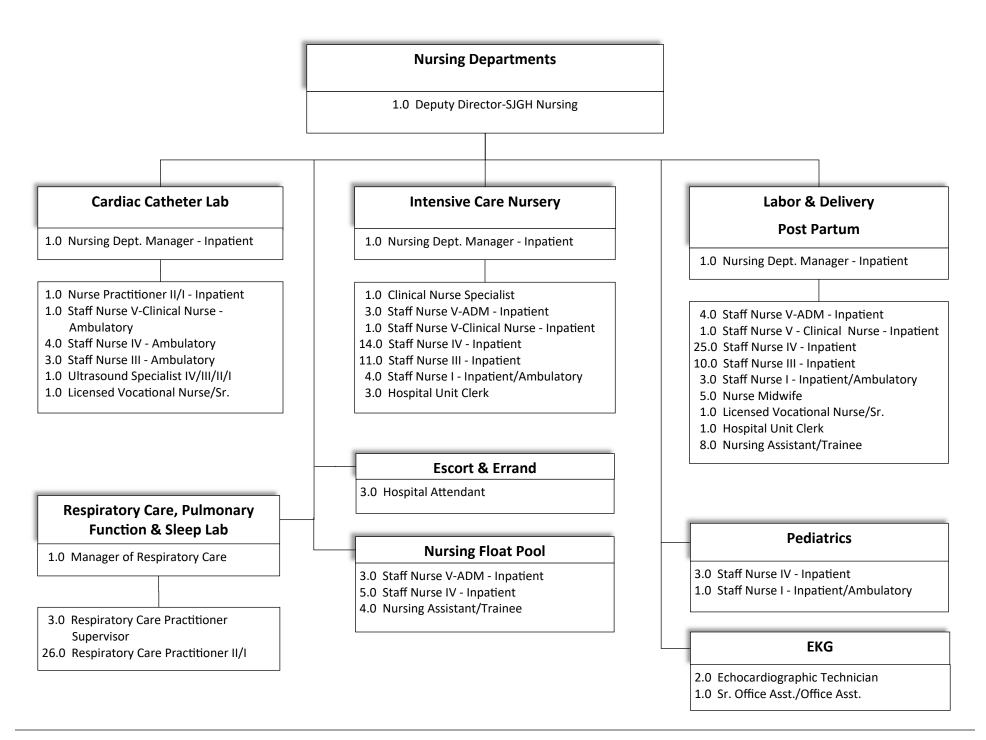


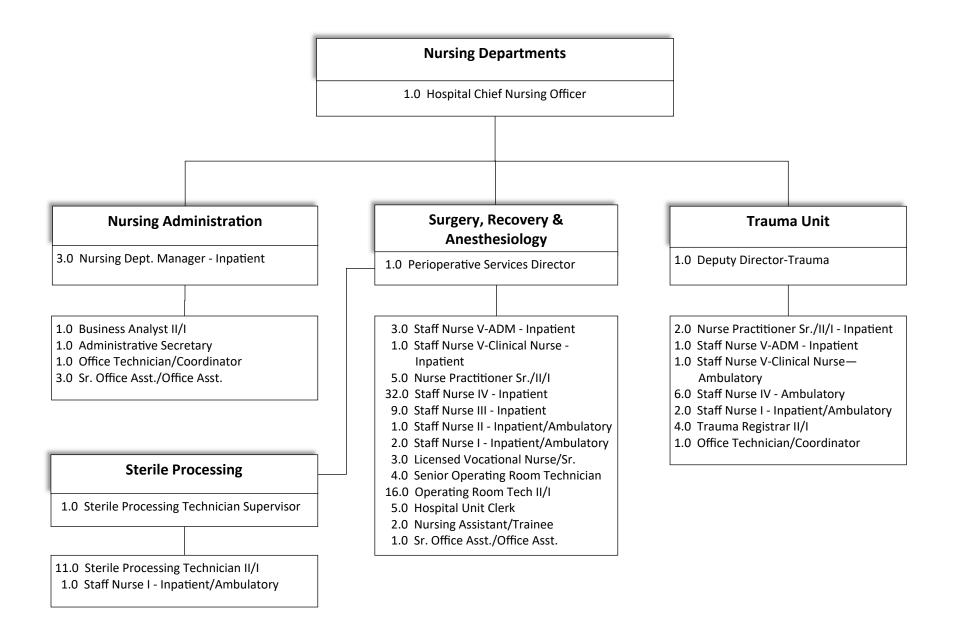


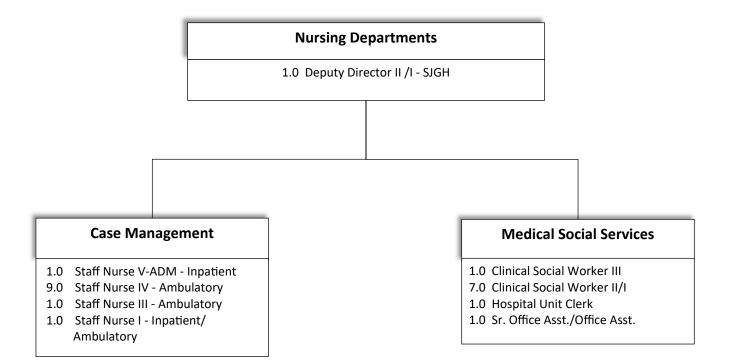












Nursing Departments

1.0 Deputy Director-SJGH Nursing

Progressive Care Unit

- 4.0 Staff Nurse V-ADM Inpatient
- 2.0 Staff Nurse V-Clinical Nurse Inpatient
- 14.0 Staff Nurse IV Inpatient
- 11.0 Staff Nurse III Inpatient
- 5.0 Staff Nurse I Inpatient/ Ambulatory
- 2.0 Hospital Unit Clerk
- 7.0 Nursing Assistant/Trainee

Dialysis

- 1.0 Nursing Dept. Manager Inpatient
- 1.0 Staff Nurse V-ADM Inpatient
- 1.0 Staff Nurse V-Clinical Nurse Inpatient
- 7.0 Staff Nurse IV Inpatient
- 3.0 Staff Nurse III Inpatient
- 1.0 Staff Nurse I Inpatient/ Ambulatory
- 1.0 Renal Dialysis Procedures Tech
- 2.0 Licensed Vocational Nurse/Sr.
- 16.0 Dialysis Patient Care Tech
- 1.0 Sr. Office Asst./Office Asst.
- 3.0 Hospital Unit Clerk

Med/Surg

- 1.0 Nursing Dept. Manager Inpatient
- 7.0 Staff Nurse V-ADM Inpatient
- 3.0 Staff Nurse V-Clinical Nurse
 - Inpatient
- 12.0 Staff Nurse IV Inpatient
- 27.0 Staff Nurse III Inpatient
- 5.0 Staff Nurse I Inpatient/ Ambulatory
- 4.0 Hospital Unit Clerk
- 10.0 Nursing Assistant/Trainee
- 1.0 Licensed Vocational Nurse/Sr.

Emergency Room

- 1.0 Nursing Dept. Manager Inpatient
- 7.0 Staff Nurse V-ADM Inpatient
- 2.0 Staff Nurse V-Clinical Nurse
 Inpatient
- 15.0 Staff Nurse IV Inpatient
- 34.0 Staff Nurse III Inpatient
- 4.0 Staff Nurse II Inpatient/ Ambulatory
- 9.0 Staff Nurse I Inpatient/ Ambulatory
- 4.0 Hospital Unit Clerk
- 6.0 Nursing Assistant/Trainee

Intensive Care Unit

- 1.0 Nursing Dept. Manager Inpatient
- 1.0 Nurse Practitioner Sr./II/I
 Inpatient
- 4.0 Staff Nurse V-ADM Inpatient
- 2.0 Staff Nurse V-Clinical Nurse Inpatient
- 17.0 Staff Nurse IV Inpatient
- 28.0 Staff Nurse III Inpatient
- 2.0 Staff Nurse I Inpatient/ Ambulatory
- 3.0 Nursing Assistant/Trainee
- 1.0 Hospital Unit Clerk
- 3.0 Hospital Attendant

CDCR Medical Guarded Unit

- 4.0 Staff Nurse V-ADM
- 1.0 Staff Nurse V-Clinical Nurse
 - Inpatient
- 9.0 Staff Nurse IV Inpatient
- 12.0 Staff Nurse III Inpatient
- 2.0 Staff Nurse I Inpatient/ Ambulatory
- 1.0 Hospital Unit Clerk

Nursing Education

- 1.0 Clinical Education Coordinator
- 1.0 Staff Nurse IV Inpatient
- 1.0 Sr. Office Asst./Office Asst.

Ambulatory Care Services

Director of Ambulatory Care Services

Administration

- 1.0 Nursing Dept. Manager Ambulatory
- 1.0 Clinic Services Coordinator
- 2.0 Office Technician/Coordinator
- 3.0 Sr. Office Asst./Office Asst.
- 2.0 Staff Nurse IV Inpatient
- 1.0 Staff Nurse III Inpatient

Occupational Medicine Clinic

Special Care Clinic

1.0 Special Care Clinic Supervisor

5.0 Outpatient Clinic Assistant

2.0 Outpatient Clinic Assistant

Surgery Clinic

- 1.0 Nurse Practitioner Sr./II/I
 -Ambulatory
- 6.0 Outpatient Clinic Assistant
- 1.0 Staff Nurse IV Inpatient

Infectious Disease/Oncology

- 1.0 Nurse Practitioner Sr./II/I
- 3.0 Staff Nurse IV Inpatient
- 3.0 Outpatient Clinic Assistant
- 1.0 Staff Nurse V ADM Inpatient
- 1.0 Licensed Vocational Nurse/Sr.

Employee Health Clinic

- 1.0 Licensed Vocational Nurse/Sr.
- 3.0 Outpatient Clinic Assistant
- 1.0 Nurse Practitioner Sr./II/I

Interpretive Services

1.0 Outpatient Clinic Assistant

ient Istant Neurosurgery Clinic

- 1.0 Office Supervisor
- 2.0 Outpatient Clinic Assistant

- 1.0 Staff Nurse III Inpatient
- 1.0 Administrative Assistant II/I/Jr.

Orthopedic Clinic

- 1.0 Orthopedic Technician
- 5.0 Outpatient Clinic Assistant
- 2.0 Sr. Office Asst./Office Asst.

Medical Clinic (Teaching)

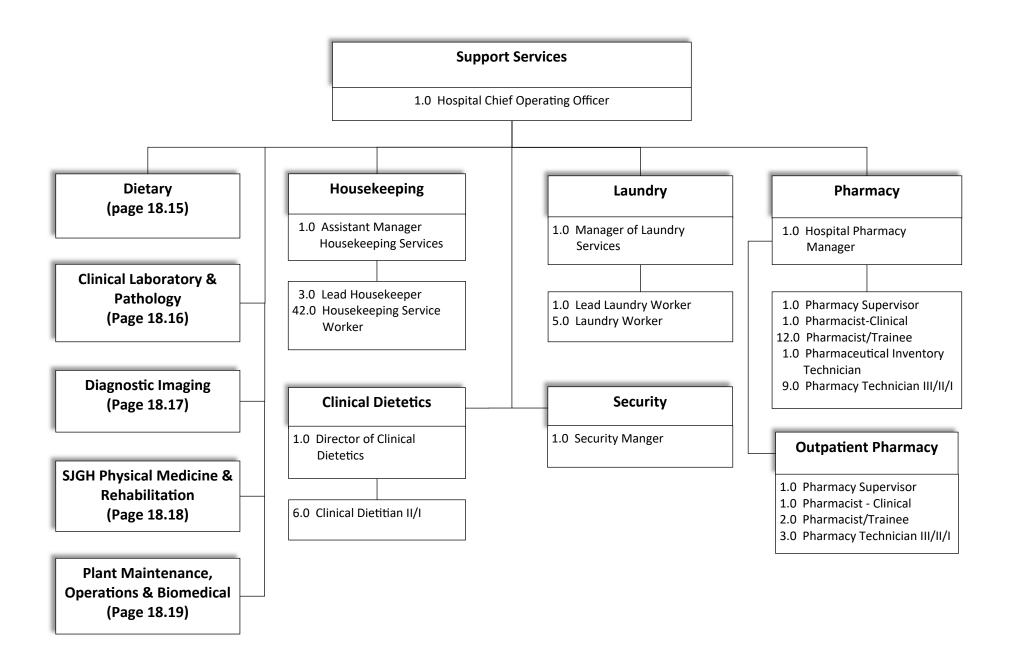
- 1.0 Staff Nurse IV Inpatient
- 9.0 Outpatient Clinic Assistant
- 2.0 Nurse Practitioner Sr./II/I
 - Ambulatory
- 1.0 Patient Registration Clerk

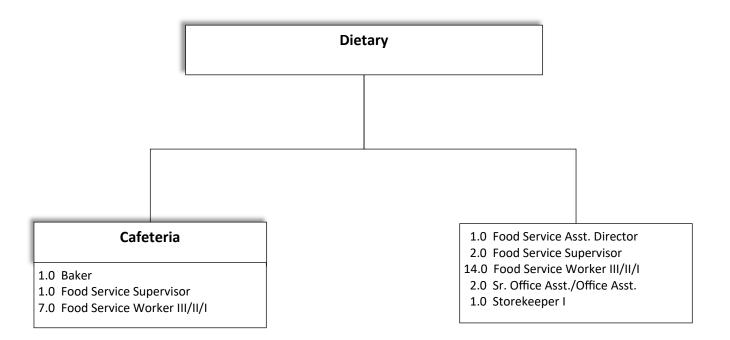
Ambulatory Care Services

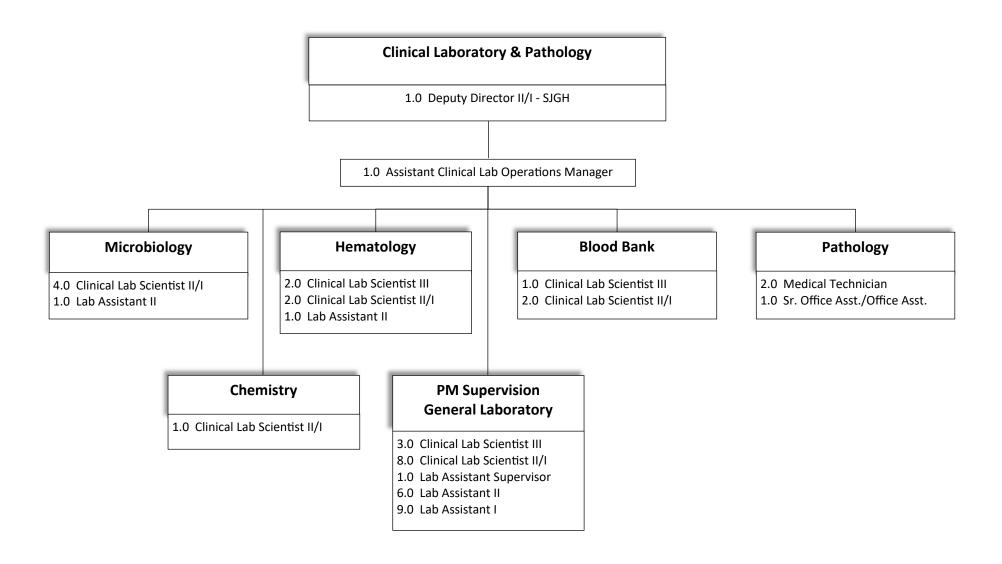
Women's & Children's Health

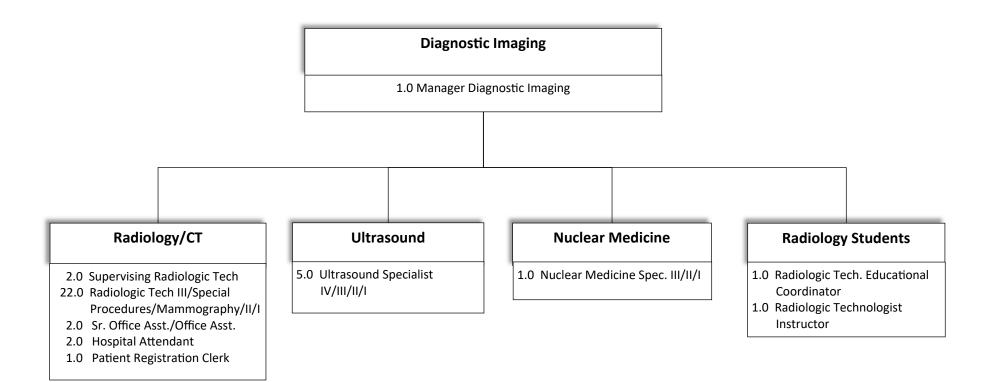
Children's Health Services

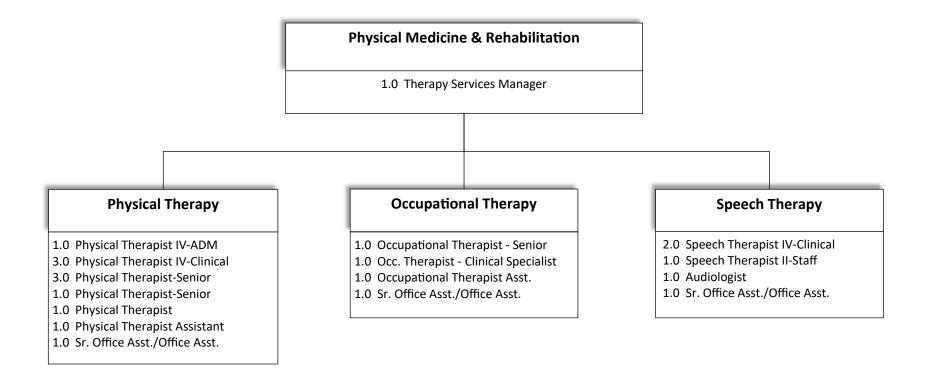
- 1.0 Staff Nurse V ADM Inpatient
- 1.0 Staff Nurse IV Inpatient
- 1.0 Outpatient Clinic Assistant

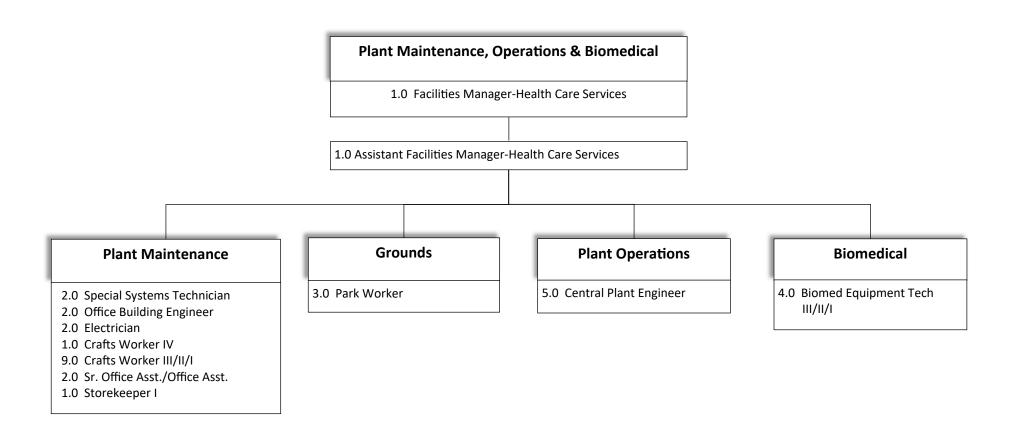










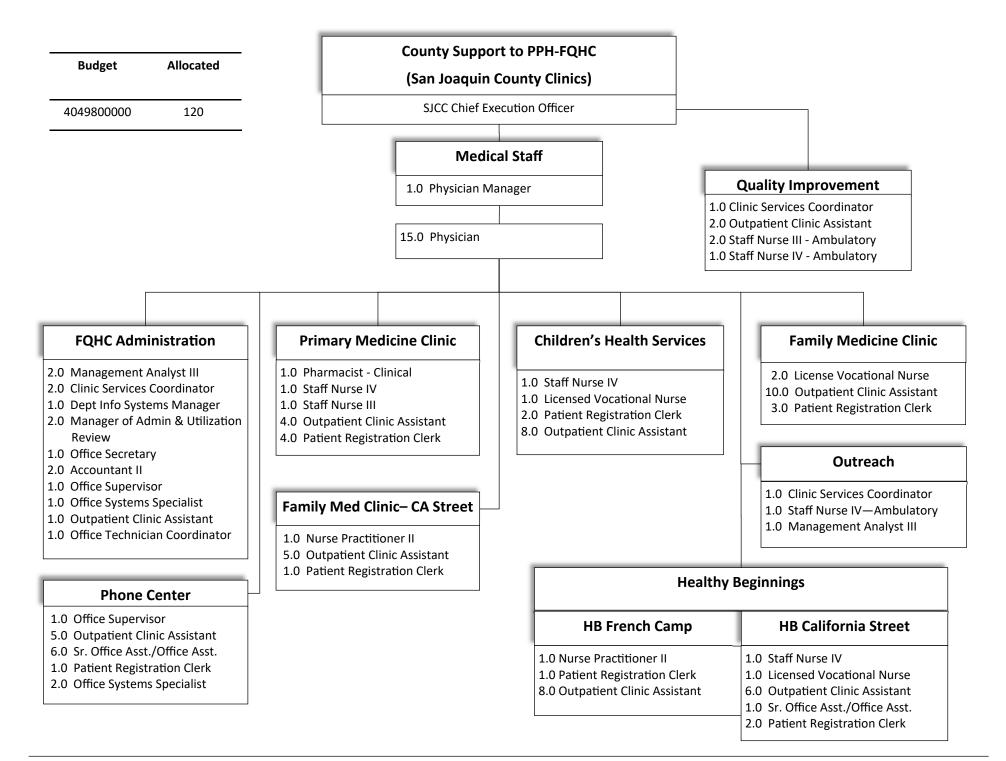


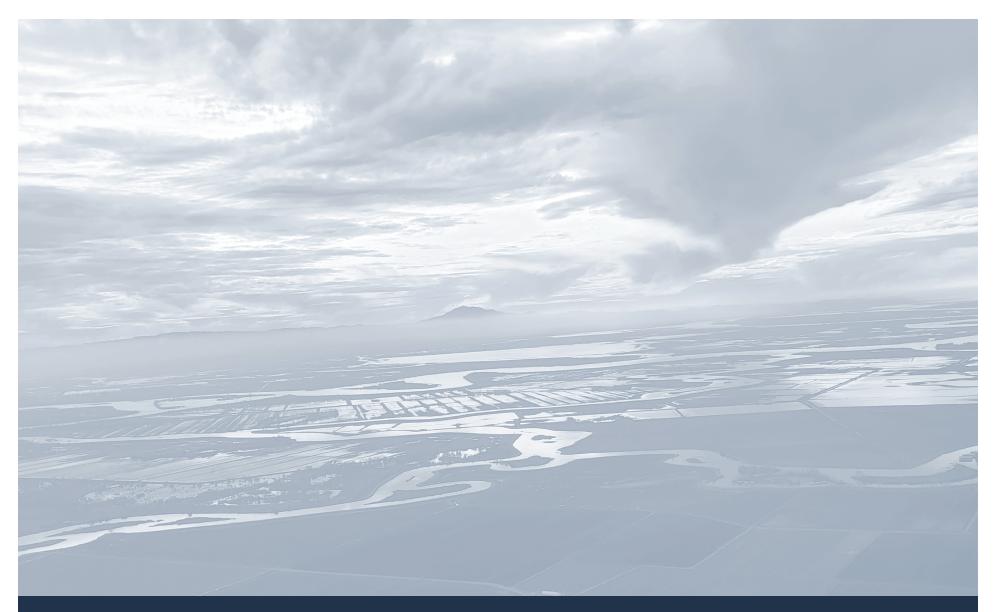




2021-2022 **ORGANIZATIONAL CHART**

SJCC-COUNTY SUPPORT TO PPH-FQHC

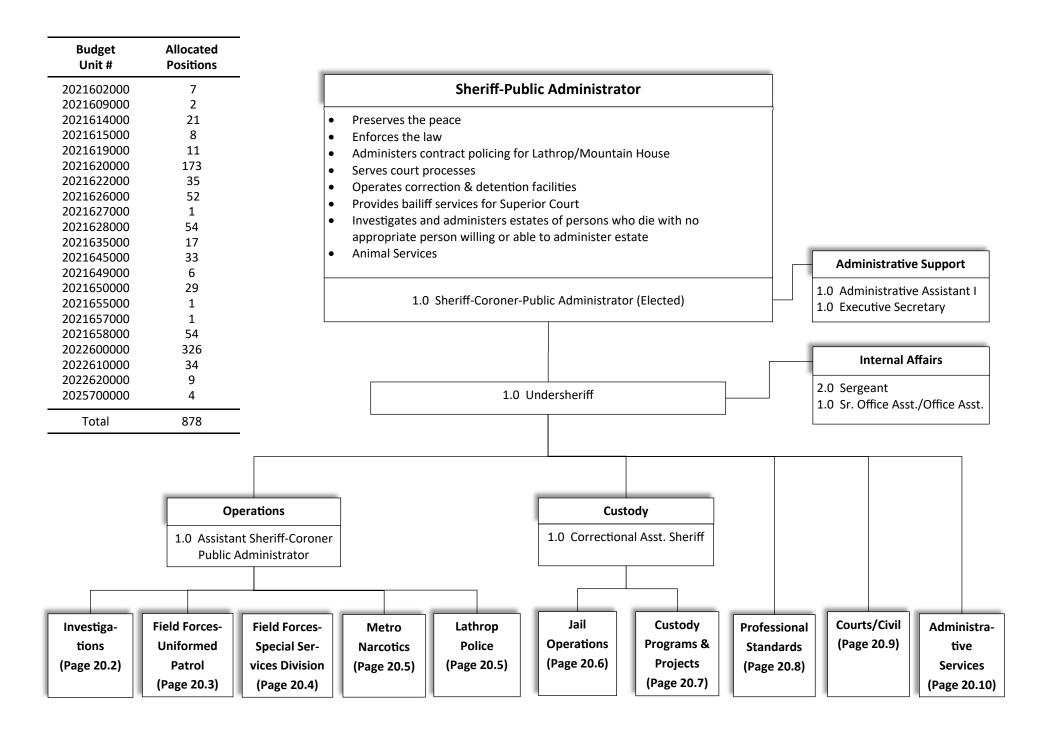


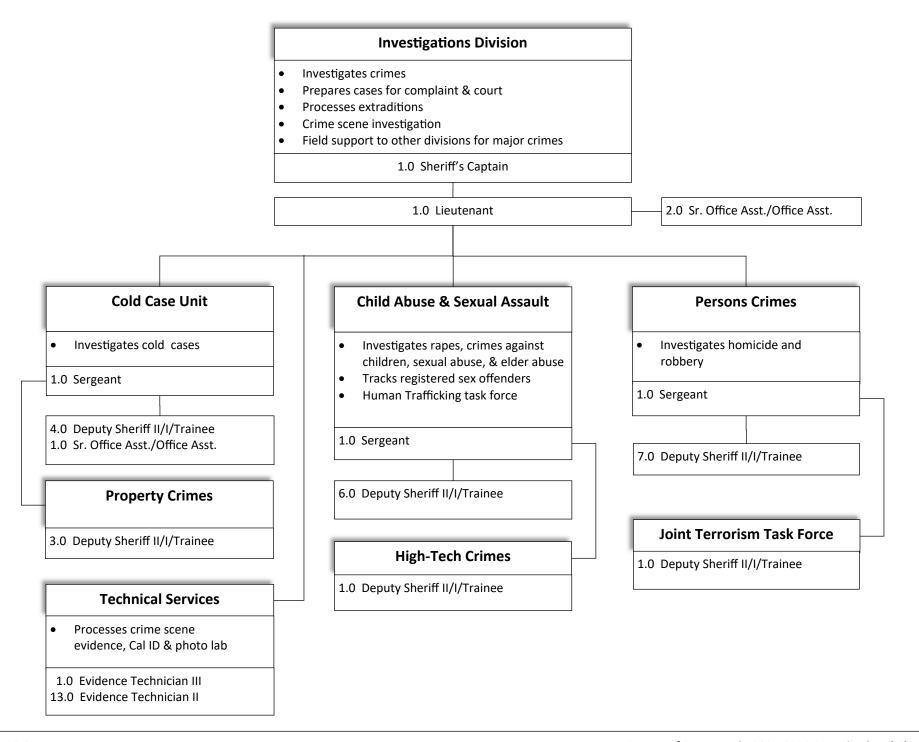




2021-2022 **ORGANIZATIONAL CHART**

SHERIFF-PUBLIC ADMINISTRATOR





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.

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

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.

Critical Response Team Management

- Special Weapons & Tactics
- Canine Program
- Bomb Squad
- Hostage Negotiations Team
- Unmanned Aircraft Systems
- Mobile Field Force Team
- 1.0 Lieutenant

Patrol

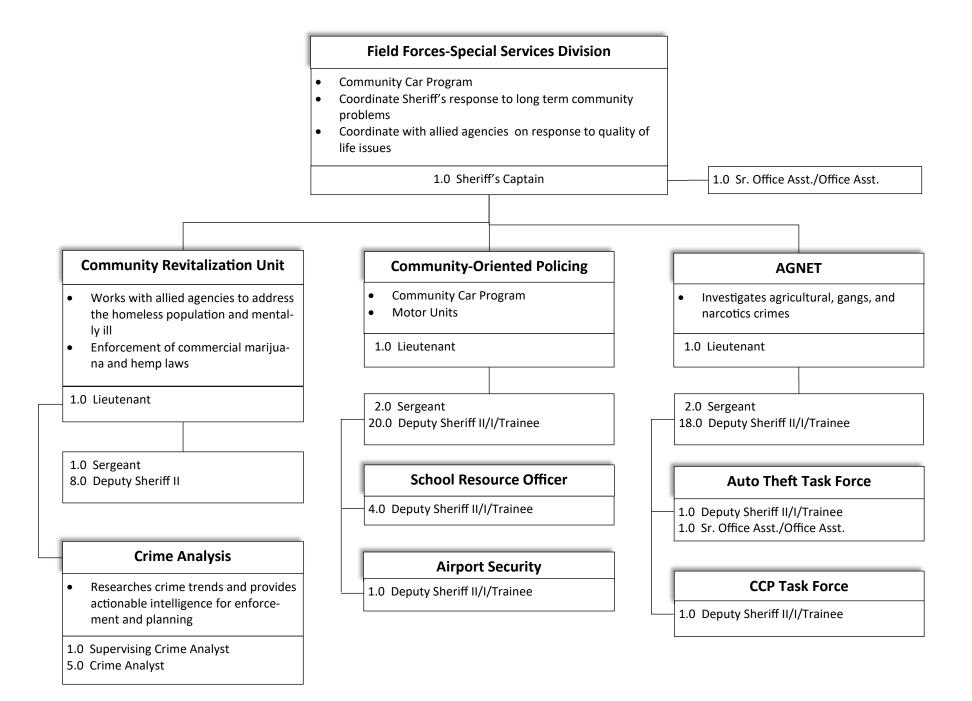
- Enforces law in County
 - 4.0 Lieutenant
- 10.0 Sergeant
- 98.0 Deputy Sheriff II/I/Trainee

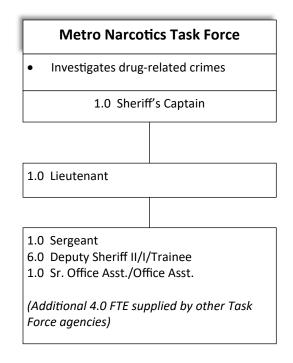
Animal Services

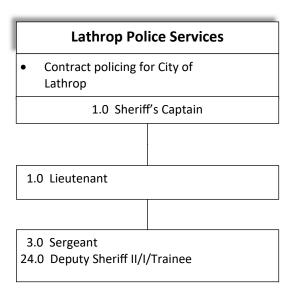
- 1.0 Sergeant
- 10.0 Animal Services Officer II/I
- 1.0 Sr. Office Asst./Office Asst.

Mountain House Police Serv.

- 1.0 Sergeant
- 7.0 Deputy Sheriff II/I/Trainee







Custody Jail Operations

- Inmate housing
- Inmate transportation
- Work programs
 - 1.0 Correctional Captain

Inmate Housing/Security

- Jail Core, South Jail & Honor Farm
- Jail Central Control
- Classification
- Transportation
- Food & Medical Services
- **Hospital Security**
- Inmate Discipline
- Jail Based Competency Treatment

7.0 Correctional Lieutenant

- 1.0 Sergeant
- 17.0 Correctional Sergeant
- 25.0 Deputy Sheriff II/I/Trainee
- 232.0 Correctional Officer/Trainee
 - 9.0 Sr. Office Asst./Office Asst.

- Alternative Work Program
- Work Furlough
- **Electronic Monitoring Program**

Work Programs

- 1.0 Correctional Sergeant
- 2.0 Deputy Sheriff II/I/Trainee
- 2.0 Work Program Spec. II
- 5.0 Work Program Spec. I

Central Services

- Warehouse/supplies
- Facility grounds
- Inmate labor crew deployment
- Housekeeping/Unit inspections
- **Laundry Services**
- Inmate Property
- Department-wide mail distribution
- **Distribution Center**
- 1.0 Central Srvs. Administrator
- 1.0 Central Services Manager
- 2.0 Sheriff Material Specialist III
- 2.0 Sheriff Inmate Labor Spec. III
- 5.0 Sheriff Material Specialist II/I
- 9.0 Sheriff Inmate Labor Spec. II/I
- 1.0 Sr. Office Asst./Office Asst.

1.0 Office Assistant Specialist

Community Corps

- **Inmate Work Crews**
- 1.0 Sergeant
- 8.0 Sheriff Inmate Labor Specialist II

Custody Programs and Projects

- Inmate programs
- Compliance
- Population Management
- Facility Projects
 - 1.0 Correctional Captain

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.

Custody Training

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

Compliance

1.0 Correctional Sergeant

Inmate Programs

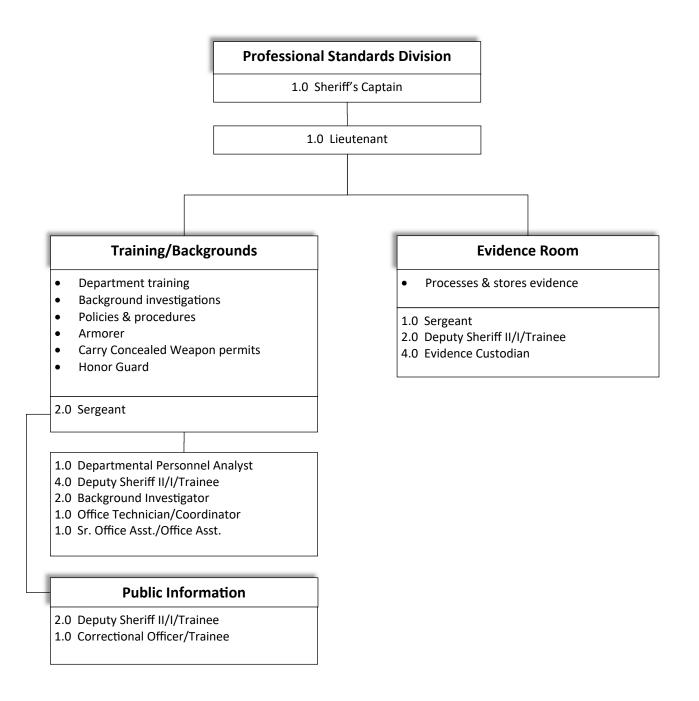
- Library Services
- Volunteer Programs
- Inmate Recreation
- GED / Education
- Vocational Training Programs
- 1.0 Inmate Programs Director
- 2.0 Inmate Case Worker
- 2.0 Sr. Social Worker
- 1.0 Jail Librarian
- 1.0 Custody Recreation Supervisor
- 2.0 Custody Recreation Assistant
- 1.0 Sr. Office Asst./Office Asst.

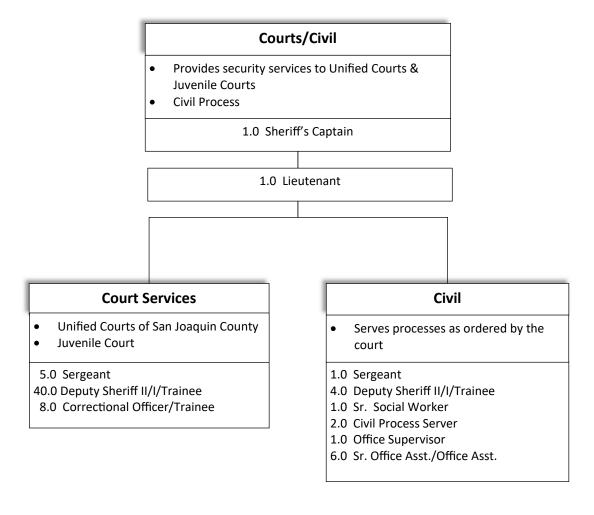
Realignment Unit

- 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





Administrative Services

1.0 Sheriff's Director of Administrative Services

Management Services

- Board agenda items
- Prepares & monitors budget
- Administers contracts & grants
- Liaison to County, State, & audit agencies
- Accounting & analysis
- Payroll Services
- Internal controls & reviews
- Accounts Payable
- Accounts Receivable
- 1.0 Sheriff Administrative Analyst
- 1.0 Management Analyst III
- 1.0 Management Analyst II/I
- 2.0 Accounting Technician II
- 7.0 Accounting Technician I

Information Systems

- Public safety systems support
- Automation support
- Systems design
- Software development
- Voice/data communications
- Mobile data computer support
- Custody ID-verify support
- 1.0 Dept. Info. Systems Manager
- 1.0 Dept. Info. Systems Analyst IV
- 1.0 Dept. Info. Systems Analyst III
- 4.0 Dept. Info. Systems Analyst II/I

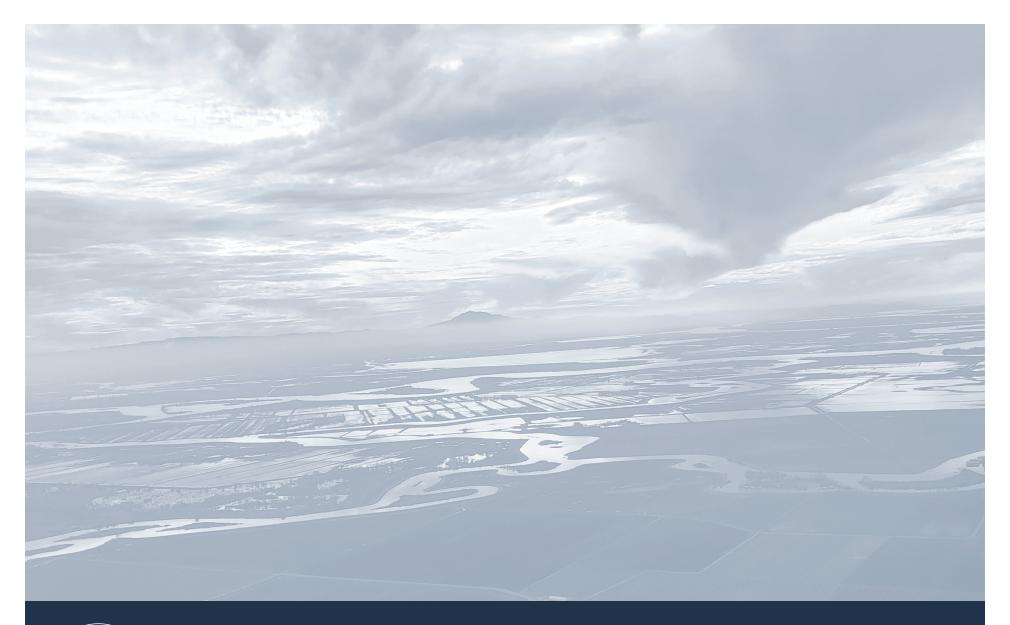
(Additional 3.0 Information Systems Analyst FTE supplied by ISD)

Assurance and Compliance Unit

- Business process review & development
- Legislative analysis
- Grant development support
- 1.0 Management Analyst III

Public Administrator

- Administers & investigates estates
- Provides accounting services
- Manages & sells real estate
- 1.0 Chief Deputy Public Admin.
- 2.0 Deputy Public Administrator
- 1.0 Accounting Technician I





Budget	Allocated
Unit #	Positions
9230901000	16

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

Administration Division

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

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

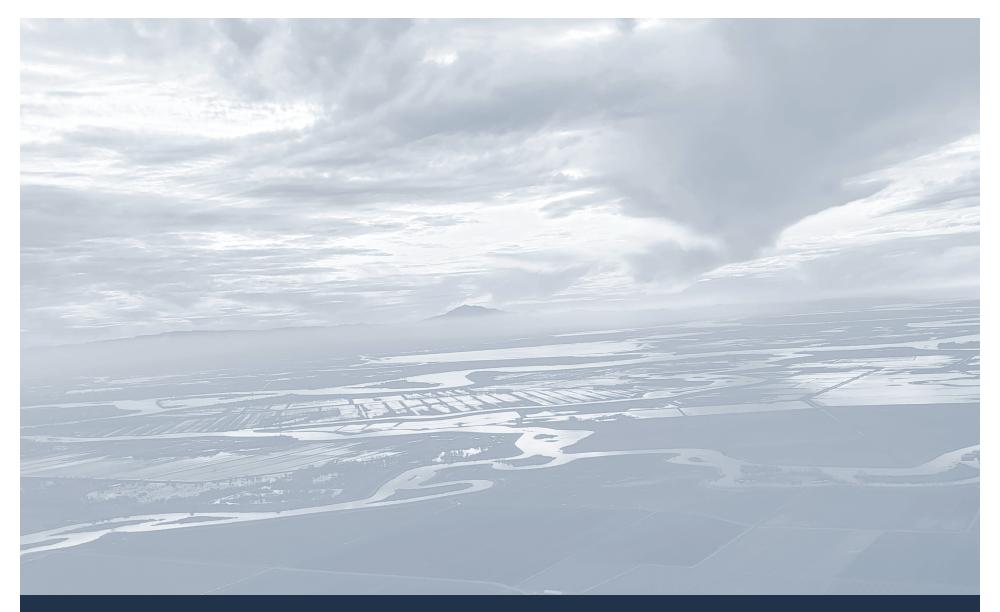
Operations Division

- 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





Budget Unit #	Allocated Positions		reasurer-Tax Collector	
1011000000 1011600000	26 15	 Safeguard monies & invest surplus funds Collects property & transient occupancy taxes Collect debts owed to San Joaquin County 		
Total	41		uin County Retirement Board	
		1.0 Tr	reasurer-Tax Collector (Elected)	
				1.0 Executive Secretary
		1.0 As	ssistant Treasurer-Tax Collector	
Revenue & Recov	very Division	Treasury Division	Delinquent Unsecured Tax	Tax Collection Division
(Page 22)	5.2)	 Manage cash flow Invest surplus funds Manages banking services Process & deposits checks 	1.0 Accounting Technician II 1.0 Tax Collection Specialist	 Distribute secured & unsecured property tax bills Collect & enforce tax payment
Maintain unclaimed	Delinquent Secured Tax	 Arrange payment plans Sell tax defaulted properties 		
	properties • Support debt financing	1.0 Accounting Technician II 1.0 Accounting Technician I 1.0 Sr. Office Asst./Office Asst.	 Collects transient occupancy to Issue business & peddler's licenses 	
		1.0 Chief Deputy Treasurer	1.0 St. Office Asst./Office Asst.	1.0 Management Analyst III
			Secured Tax	
		1.0 Accounting Technician II 2.0 Accounting Technician I	1.0 Accounting Technician II	Accounting
		1.0 Sr. Office Asst./Office Asst.	1.0 Accounting Technician I1.0 Office Assistant Specialist3.0 Sr. Office Asst./Office Asst.	1.0 Accountant III/II/I 1.0 Accounting Technician II 1.0 Accounting Technician I
			Unsecured Tax	
			1.0 Accounting Technician II 1.0 Accounting Technician I 1.0 Sr. Office Asst./Office Asst.	

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.

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