March 1, 2023

2022-2023 San Joaquin County Organizational Chart

On June 23, 2022, the San Joaquin County Board of Supervisors adopted the proposed 2022-2023 County Budget, and approved a total of 7,935.4 full-time equivalent (FTE) positions for the delivery of essential County services. The total is comprised of 7,107 full-time allocated positions and 828.4 FTE part-time positions. This is an increase of 217.7 positions or 2.8% over the previous year.

The 2022-2023 Adopted Budget includes nearly $1.07 billion in appropriations for salaries and benefits, approximately 49% of the total $2.18 billion budget. This represents a significant investment in the County’s most important element, its people.

The 2022-2023 San Joaquin County Organizational Chart serves as a reference document for Board Members, the public, and County departments. This book:

- Identifies the diverse components of the County’s organizational structure and describes the role of each functional area and its sub-units as depicted by the departments.
- Details the deployment of the 7,107 full-time allocated positions approved by the Board of Supervisors for 2022-2023; FTE part-time positions are not included. Position changes subsequent to the adoption of the Final Budget are not reflected in this book.

This book is intended 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
Agricultural Commissioner's Office

- Enforces Federal/State/County laws & regulations - Agriculture & Weights & Measures

1.0 Agricultural Commissioner/Sealer of Weights & Measures

1.0 Assistant Agricultural Commissioner

Agricultural Division

(Page 1.2)

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
• 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
• Receives passport applications on behalf of the U.S. Dept of State
• Provides administrative support
• Provides project management
• Provides staff services; processes & maintains personnel records
• Processes payroll/attendance
• Develops & manages budget
• Administers health/safety programs
• Acquisition of supplies & services

1.0 Management Analyst III

1.0 Management Analyst II/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 program

1.0 Transfer Technician Supervisor

6.0 Transfer Technician III/II/I
County of San Joaquin 2022-2023 Organizational Chart

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 photocopiers
- Processes unlawful detainer & legal documents assistants
- Receives passport applications on behalf of the U.S. Dept of State

1.0 Recorder-County Clerk Operations Manager
1.0 Recorder-County Clerk Operations Supervisor

Recorder Documents/Copies/Searches
1.0 Sr. Recordable Docs Examiner

Documents
- Records official records
4.0 Recordable Documents Examiner

Copies/Searches
- Assists public at counter
- Searches & copies records
2.0 Sr. Office Asst./Office Asst.

Indexing & Micrographics
1.0 Office Supervisor

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.

1.0 Accounting Technician II
Prepares financial statements & conducts audits
Maintains accounting records
Processes vendor payments & 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 Administrative Assistant I
1.0 Accounting Technician II
3.0 Accounting Technician I
1.0 Accounting Technician I

Auditor-Controller’s Office

General Accounting Division
(Page 3.2)

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
4.0 Deputy Auditor-Controller III/II/I
1.0 Business Analyst II
1.0 Accounting Technician II
1.0 Accounting Technician I

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
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/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
6.0 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
### 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 & 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.
Department of Child Support Services

- 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

1.0 Director of Child Support Services

1.0 Assistant Director of Child Support Services

Legal

1.0 Principal Attorney

5.0 Child Support Attorney IV/III/II/I
1.0 Paralegal II/I

Operations

(Pages 5.2 - 5.3)

Executive Management Support

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
Operations (cont’d)

Program Area Four

1.0 Child Support Program Manager

Customer Contact Center

2.0 Child Support Supervisor
2.0 Child Support Officer III
9.0 Child Support Officer II/I
7.0 Sr. Office Asst./Office Asst.

Family Involvement Team

1.0 Child Support Supervisor
1.0 Child Support Officer III
8.0 Child Support Officer II/I

Analytics & Compliance

2.0 Business Analyst II/I
2.0 Child Support Compliance Analyst
1.0 Sr. Office Asst./Office Asst.

Program Area Five

1.0 Child Support Program Manager

Family Involvement Teams

4.0 Child Support Supervisor
4.0 Child Support Officer III
32.0 Child Support Officer II/I
• 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
1.0 Accounting Technician I

Administrative Support Staff
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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)
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, & 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 & tracks records for issued & pending building permits
- Schedules inspections

0.5 Development Services Sr. Tech.

1.0 Development Services Tech.

Inspector Services

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

2.0 Senior Building Inspector

6.0 Building Inspector II/I

Permit Services

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

1.0 Senior Building Inspector

0.5 Development Services Sr. Tech.

3.0 Development Services Tech.
Planning/Development Services Division

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

1.0 Deputy Director of Planning

1.0 Principal Planner

Current Planning

- Conducts environmental reviews pursuant to the California Environmental Quality Act
- Presents projects to Planning Commission & Board of Supervisors
- Coordinates with other County departments & State/Federal agencies in regards to land use entitlements
- Assists property owners & members of the public regarding zoning & land use regulations

1.0 Senior Planner

3.0 Associate/Asst. Planner

Counter Services

- Reviews & processes building permit applications
- Processes & approves ministerial, over-the-counter, land use permits, & reviews building permits for zoning compliance
- Answer phone calls & emails from the public

1.0 Senior Planner

1.0 Development Services Tech.

Mountain House Planning

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

1.0 Senior Planner

1.0 Development Services Tech.

Advanced Planning

- Provides information to the public about zoning & land use
- Manages & updates the 2035 General Plan & 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
**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 Code Enforcement Division Chief
1.0 Community Development Counter Manager
2.0 Sr. Code Enforcement Officer
7.0 Code Enforcement Officer II/I

**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

**Administrative Support Services**
- Provides administrative support to all divisions
- Manages day to day operations
- Maintains & tracks records for issued & pending building permits
- Answer phone calls & emails from the public
- Provides information to the public about zoning & land use

1.0 Administrative Assistant I
6.0 Sr. Office Asst./Office Asst.
2.0 Office Assistant Specialist
Cooperative Extension

- Directs University of California research-based programs to better serve the residents of San Joaquin County

0.6 County Director*

1.0 Administrative Assistant I

Agriculture & Natural Resources

- Conducts research & 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*
1.53 Farm Advisors*
1.0 Delta Crops Advisor*
1.7 Lab Assistant II & III*
0.25 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
- Educates homeowners & interested people on maintaining & improving their home & environment
- Provides information through publications, office calls & other media
- Coordinates 92 master gardener volunteers for public service activities

1.0 MG Program Coordinator*
0.5 Sr. Office Asst./Office Asst.

4-H Youth Development

- Provides opportunity for youth to develop initiative, leadership & citizenship; acquire knowledge & skills while exploring 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.

University of California Employees

- 21.18 FTEs*

Budget Unit # Allocated Positions
6061500000 4.0
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

2.0 Assistant County Administrator

Administrative Services

1.0 Chief Deputy County Administrator
7.0 Senior Deputy County Administrator/Deputy County Administrator/Management Analyst III

Administrative Support

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)

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**General Services Department**

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

**Facilities Management** (Page 8.3)

- **Capital Projects**
  - Manage major construction projects & alterations to existing projects
  - 1.0 Facilities & 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

**Administration & Fiscal** (Page 8.3)

- **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 & 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 Administrative Assistant II
    - 1.0 Accounting Technician I
    - 1.0 Sr. Office Asst./Office Asst.

**Energy Conservation** (Page 8.3)

- **Parks & Recreation** (Page 8.4)
Facilities Management
Provides oversight & management of County-owned & leased facilities

Administration & Fiscal
- Provides administrative support
- Provides budget/fiscal oversight for all divisions
1.0 Management Analyst II/I

Property Management
- Real property services & contract management
- Manages land & facility acquisitions
- Sells surplus real property
1.0 Management Analyst II/I

Government Buildings
Downtown & Initiatives Oversight
- Provides preventive maintenance, repair, & renovation services
- Administration of Job Order Contracting
- Project Manager for major repairs
1.0 District Maintenance & Construction Superintendent

Government Buildings
Outlying & Construction
- Provides preventive maintenance, repair, & renovation services
1.0 District Maintenance & Construction Superintendent

Plant Engineering
Sheriff Complex & JJC
- Preventive maintenance & repairs for Sheriff complex & Juvenile Justice Center (JJC)
1.0 District Maintenance & Construction Superintendent

Energy Conservation
- Manage conservation efforts
- Provides preventive maintenance & repairs
- Oversight of solar systems
1.0 Energy Manager

Government Buildings
Outlying & Construction
- Provides preventive maintenance, repair, & renovation services
1.0 District Maintenance & Construction Superintendent

Construction
1.0 Crafts Worker IV
3.0 Crafts Worker III
2.0 Crafts Worker II/I

Painting
1.0 Crafts Worker IV
3.0 Crafts Worker III

Government Buildings
Downtown & Initiatives Oversight
- Provides preventive maintenance, repair, & renovation services
1.0 District Maintenance & Construction Superintendent

Maintenance & Repair
1.0 Crafts Worker IV
4.0 Crafts Worker III
1.0 Electrician

Budget
Unit #
Allocated Positions
1014200000 51

County of San Joaquin 2022-2023 Organizational Chart
Parks & Recreation

- Plans, develops, operates, & maintains a system of regional & community parks, & County Service Areas
- Manages & operates Micke Grove Zoo

1.0 Parks Administrator

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<th>Allocated Positions</th>
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Park Maintenance
- Repairs, maintains, & cleans all parks & park equipment
- Works on special projects
- Maintains County Service Areas

1.0 Parks Maintenance Supervisor
3.0 Senior Park Worker
1.0 Park Equipment Mechanic
19.0 Park Worker
1.0 Labor Crew Leader

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

1.0 Administrative Assistant II
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
• 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

2.0 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

1.5 Personnel Analyst III/II/I
1.0 Office Assistant Specialist

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.

Leave Administration

2.0 Personnel Analyst III/II/I

Position Control

1.0 Management Analyst III

1.0 Position Control Coordinator
3.0 Position Control Technician
1.0 Sr. Office Asst./Office Asst.

Risk Management

(Page 8.6)

Benefits

(Page 8.6)

Labor Relations

(Page 8.6)

Staff Development

(Page 8.6)
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

1.0 Disability Management Coordinator
2.0 Personnel Analyst III/II/I
1.0 Safety Officer
3.0 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

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

Labor Relations

- Administers labor relations programs
- Negotiation of labor contracts
- Meet-&-confer sessions
- Joint-labor management meetings

1.0 Principal Employee Relations Analyst

1.0 Employee Relations Analyst III/II/I
0.5 Personnel Analyst III/II/I
1.0 Sr. 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 & apprenticeships
- Administers County education reimbursement program

1.0 Staff Development Coordinator

1.0 Sr. Office Asst./Office Asst.
**Information Systems Division**

- Provides information technology & communications services

1.0 Information Systems (IS) Director/Chief Information Officer

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### Budget Allocation

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---

**SJ General Hospital I.T. Mgt.**

- Provides leadership & services for San Joaquin General Hospital

1.0 Information Systems Asst. Director

---

**District Attorney / Probation I.T. Support**

- Provides desktop & system support

1.0 Dept. Information Systems Manager

4.0 IS Analyst IV/III/II/I

---

**Hazelton Complex I.T. Support**

- Provides desktop & system support

1.0 IS Analyst V

---

**Project Management**

- Provides project management oversight

1.0 IS Analyst V

1.0 IS Analyst IV/III/II/I

---

**Information Systems (Page 8.8)**

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

---

**Communications (Page 8.9)**

- Video & telephone management
- Fiber optics services
- Data cabling services
- Data communications
- Internet/E-mail
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
12.0 IS Analyst IV/III/II/I
2.0 Dept. IS Analyst II/I
2.0 Dept. IS Specialist II
3.0 IS Specialist III
2.0 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 & 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
14.0 IS Analyst IV/III/II/I
1.0 Dept. IS Analyst II/I
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 billings for telephone, pager, wide area network, & internet services
- Prepares & processes cell phone services
- 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 IV/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
- Configures firewalls

2.0 IS Analyst IV/III/II/I
Purchasing & Support Services

- Provides central support programs & services to County departments
- Procures critical goods & professional services
- Provides mail/courier services
- Manages duplicating & print shop operations

1.0 Director of Purchasing & Support Services

1.0 Deputy Director of Purchasing & Support Services

Purchasing/Buying Section

- Purchases goods & services
- Develops specifications & solicitations
- Prepares complex service contracts

11.0 Deputy Purchasing Agent/Purchasing Assistant

Administrative Support

- Processes invoices, payroll, & billing
- Provides administrative support
- Administers variety of central support programs & services

1.0 Accounting Technician II
1.0 Administrative Assistant 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

Mail Section

1.0 Senior Support Services Tech II/III
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 Federal, State, local, & elections

1.0 Deputy Director - Registrar of Voters

1.0 Assistant Registrar of Voters

Vote by Mail/Outreach

1.0 Elections Technician Supervisor
1.0 Elections Specialist
1.0 Elections Technician/Trainee

Precinct Operations

1.0 Elections Technician Supervisor
1.0 Elections Specialist
1.0 Elections Technician/Trainee

Warehouse Services

1.0 Storekeeper II
1.0 Storekeeper I

Administration

1.0 Business Analyst II

1.0 Management Analyst II
1.0 Office Technician Coordinator
1.0 Elections Technician/Trainee

Campaign Services/GIS

Campaign Services

1.0 Elections Technician Supervisor

1.0 Elections Specialist
3.0 Elections Technician/Trainee

Registration

1.0 Elections Technician Supervisor

1.0 Elections Specialist
2.0 Elections Technician/Trainee
* Positions are allocated in the Human Services Agency budget #5050101000
### 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

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### Criminal Division (Pages 10.2-10.3)
1.0 Assistant District Attorney

### Information Technology (ISD Manager *)
- 1.0 Departmental Information Systems Analyst IV
- 1.0 Department Information Systems Analyst II/I
- 1.0 Information Systems Analyst II*
- 1.0 Legal Technician II/I
- 1.0 Office Systems Specialist

### Archive - Record Center
- 2.0 Stock Clerk II/I

### Special Operations (Page 10.4)
1.0 Assistant District Attorney

### 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 Advocate III
- 16.0 Victim Witness Advocate II/I
- 2.0 Sr. Office Asst./Office Asst.

### Victim/Witness Assistance
1.0 Victim Witness Program Manager

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

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

*Positions allocated in ISD’s Budget*
Employment & Economic Development

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

1.0 Director of Employment & Economic Development

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**Employment & Training**

1.0 Deputy Director—Employment & Training

**Planning & Evaluation/Contracts Management (Page 11.3)**

**Information Systems (Page 11.3)**

**Executive Management Support**

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

**Client Services (Page 11.2)**

**Economic Development Business Services (Page 11.3)**

**Financial Management (Page 11.4)**

**Facilities Management (Page 11.4)**
### Centers
- 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
- Develops employment opportunities 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 employer recruitments

1.0 EEDD Division Manager

4.0 Employment Training Supervisor
4.0 EEDD Employment Services Specialist II/I
16.0 Employment Training Specialist II/I
5.0 EEDD Intake & Referral Specialist II/I
3.0 Sr. Office Asst./Office Asst.

### Youth/CalWORKs/AB 109
- Coordinates work experience for youth & CalWORKs participants
- Develops worksites for youth & CalWORKs participants
- Conducts participant & worksite supervisor orientation
- Conducts intake & certification of eligible AB 109 clients
- Conducts CalWORKs assessments
- Conducts work experience & community services activities for CalWORKs
- Provides employment & training services for AB 109
- Provides employment & training services for Students Training & Employment Program (STEP) for students with disabilities

1.0 EEDD Division Manager

1.0 Employment Training Supervisor
6.0 Employment Training Specialist II/I
1.0 Sr. Office Asst./Office Asst.
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<th>Planning &amp; Evaluation Contracts Management Division</th>
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<td>• Procures service providers</td>
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<td>• Negotiates &amp; develops contracts</td>
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<td>• Provides subcontractor technical assistance</td>
</tr>
<tr>
<td>• Monitors contract compliance</td>
</tr>
<tr>
<td>• Develops memorandum of understanding</td>
</tr>
<tr>
<td>• Develops, maintains, &amp; modifies grant applications &amp; department strategic, tactical, &amp; operational plans</td>
</tr>
<tr>
<td>• Develops &amp; manages control system used to analyze progress regarding attainment of goals, objectives &amp; tasks</td>
</tr>
<tr>
<td>• Develops annual plan &amp; strategic plan</td>
</tr>
<tr>
<td>• Identifies &amp; applies for additional grant funding</td>
</tr>
<tr>
<td>• Monitors compliance of the eligible training providers</td>
</tr>
<tr>
<td>• Ensures compliance with all federal, State, &amp; local operational mandates</td>
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<tr>
<td>• Responds to &amp; coordinates all grantee monitoring</td>
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<td>• Ensures compliance with all policies &amp; procedures</td>
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<td>• Prepares Board letters</td>
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<td>1.0 EEDD Analyst III</td>
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<td>4.0 EEDD Analyst II/I</td>
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<table>
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<th>Information Systems</th>
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<tr>
<td>• Provides hardware &amp; software acquisition</td>
</tr>
<tr>
<td>• Provides systems management &amp; maintenance</td>
</tr>
<tr>
<td>• Supports five WorkNet locations throughout San Joaquin County</td>
</tr>
<tr>
<td>• Hosts &amp; maintains website(s) &amp; web services—providing employer &amp; jobseeker services &amp; business engagement</td>
</tr>
<tr>
<td>• Ensures all staff &amp; jobseekers have computer access</td>
</tr>
<tr>
<td>• Keeps the public informed about program recruitments &amp; outreach activities by utilizing social media</td>
</tr>
<tr>
<td>• Provides general support with technology—finds solutions to technological barriers</td>
</tr>
<tr>
<td>• Designs informational flyers &amp; notices</td>
</tr>
<tr>
<td>1.0 Department IS Analyst IV</td>
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<td>1.0 Department IS Analyst III</td>
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<table>
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<th>Economic Development Center Business Services</th>
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<td>• Promotes, encourages, &amp; supports the expansion &amp; retention of business in the County</td>
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<tr>
<td>• Coordinates with &amp; supplements public/private sector economic development activities</td>
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<tr>
<td>• Conducts &amp; coordinates economic development activities which lead to or result in creation of new jobs or retention of jobs for County residents</td>
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<tr>
<td>• Provides conventional, Small Business Administration or Revolving Loan Fund loan packaging services</td>
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<td>• Designs &amp; implements seminars</td>
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<td>• Prepares Comprehensive Economic Development Strategy annual reports</td>
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<td>• Develops &amp; coordinates job creation strategy</td>
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<td>1.0 EEDD Economic Development Director</td>
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<tr>
<td>2.0 Business Retention &amp; Expansion Specialist</td>
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<tr>
<td>1.0 EEDD Analyst III</td>
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<tr>
<td>1.0 Office Secretary</td>
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</table>
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 & 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 & manages attendance

1.0 Management Analyst III

1.0 Accountant III
2.0 Accountant II/I
1.0 Accounting Technician II
3.0 Accounting Technician I
1.0 Sr. Office Asst./Office Asst.

Facilities Management Unit

- Ensures compliance with County safety policies & procedures
- Maintains EEO compliance
- 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
- Procures goods & services
- Receipt of goods & services
- Provides general storekeeper services
- Maintains property inventory

1.0 EDD Administrative Services Manager

1.0 EDD Facilities Coordinator
1.0 Stock Clerk II
1.0 Director of Environmental Health

- Provides services which protect & enhance public health, wellbeing, & 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.

### 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.
### Health Care Services Agency

1.0 Director of Health Care Services

#### Behavioral Health Services Administration (Page 13.3)
- Mental Health Services (Page 13.4 - 13.10)
- Mental Health Pharmacy (Page 13.11)
- Substance Abuse Services (Page 13.13 - 13.15)

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

#### Emergency Medical Services (Page 13.2)

#### Pub. Guardian/Conservator (Page 13.12)

#### Correctional Health Services (Page 13.16)

#### Veterans Services (Page 13.22)

#### Medical Examiner’s Office (Page 13.23)

#### Neighborhood Preservation (Page 13.24)

<table>
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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 & 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 & Specialty Care Services
2.0 EMS Quality Improvement/Trauma Coordinator

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County of San Joaquin 2022-2023 Organizational Chart
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<th>Budget Unit #</th>
<th>Allocated Positions</th>
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**Mental Health Services**

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

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

**Medical Staff** (Page 13.5)

**Justice Decriminalization Department** (Page 13.6)

**Adult/Older Adult Services** (Page 13.7)

**24 Hour Services** (Page 13.8)

**Children & Youth Services** (Page 13.9)

**Mental Health Services Act/ Specialty Services** (Page 13.10)

**Substance Abuse Services** (Pages 13.13 - 13.15)
Mental Health Services
Medical Staff

1.0 Physician Manager

Physicians

17.0 Psychiatrist
2.0 Nurse Practitioner II/I—AMB

Nursing Department

1.0 Licensed Vocational Nurse
1.0 Mental Health Charge Nurse - Inpatient
5.0 Staff Nurse III-Ambulatory/Inpatient
10.0 Staff Nurse IV-Ambulatory/Inpatient
3.0 Staff Nurse V-Asst./Dept. Mgr. - Inpatient
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
3.0 Mental Health Clinician II/I
6.0 Mental Health Interpreter II/I
2.0 Mental Health Specialist II/I
1.0 MH Outreach Worker/MH Outreach Worker Trainee
1.0 Office Supervisor
1.0 Sr. Office Asst./Office Asst.

MHSA La Familia

1.0 Mental Health Clinician III
3.0 Mental Health Clinician II/I
2.0 Mental Health Specialist II/I
2.0 MH Outreach Worker/MH Outreach Worker Trainee
2.0 Sr. Office Asst./Office Asst.
2.0 Sr. Psych Tech/Psych Tech

MHSA BACOP

1.0 Chief Psychiatric Technician
1.0 Mental Health Clinician III
4.0 Mental Health Clinician II/I
3.0 Mental Health Specialist II/I
1.0 MH Outreach Worker/MH Outreach Worker Trainee
3.0 Sr. Office Asst./Office Asst.
1.0 Sr. Psych Tech/Psych Tech
### Mental Health Pharmacy

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</table>

- 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

#### Budget

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</table>

#### Project Navigate Constructive Change

1.0 Mental Health Clinician II/I

#### Outpatient Services

1.0 Deputy Director-BHS-Clinical

1.0 Office Secretary
1.0 Office Supervisor

#### Residential Services

(Page 13.15)
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
- 20.0 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
- 14.0 Substance Abuse Counselor II/I
- 1.0 Mental Health Specialist II/I / Sr. Psychiatric Technician
- /Psychiatric Technician
- 2.0 Sr. Office Asst./Office Asst.
- 4.0 Perinatal Child Care Worker/Perinatal Child Care Aide
- 1.0 Office Assistant Specialist
Public Health Services
Administration & Finance

1.0 Management Services Administrator

Administrative Support Services

1.0 Dept. Information Systems Analyst IV
4.0 Management Analyst II
2.0 Business Analyst II/I
1.0 Administrative Assistant II/I/Jr.
1.0 Administrative Secretary
1.0 Office Systems Specialist
1.0 Storekeeper I
1.0 Office Assistant Specialist
3.0 Sr. Office Asst./Office Asst.
1.0 Stock Clerk II/I

Vital Statistics

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

Accounting

1.0 Accounting Manager

1.0 Accountant III
1.0 Accountant II/I
1.0 Accounting Technician II
2.0 Accounting Technician I
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<th>Allocated Positions</th>
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**Veterans Services Office**

- 1.0 Deputy Director Veterans Services

**Stockton Office**

- 5.0 Veterans Service Representative II/I
- 1.0 Sr. Office Asst./Office Asst.
The 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

1.0 Director of Human Services
1.0 Assistant Director of Human Services

Administration (Page 14.2)

Adult & Community Services (Page 14.4)

Children’s Services (Page 14.3)

Income Maintenance (Page 14.5)

Employment & Youth Services (Page 14.6)

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<tr>
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<td>1,326</td>
</tr>
</tbody>
</table>
County of San Joaquin 2022-2023 Organizational Chart

**Administration**

1.0 Deputy Director of HSA

---

**Management Services**

1.0 Management Services Administrator

3.0 Management Analyst III
1.0 Management Analyst II/I
4.0 Accountant II/I
3.0 Accounting Technician II
13.0 Accounting Technician I
1.0 Sr. Admin. Supervisor
4.0 Office Supervisor
42.0 Sr. Office Asst./Office Asst.
1.0 Storekeeper II
2.0 Storekeeper I
4.0 Stock Clerk II
1.0 Sr. Support Services Technician
1.0 Support Services Technician II/I
1.0 Crafts Worker II
1.0 Contracts Supervisor
3.0 Contracts Analyst

---

**Hearings & Quality Control**

1.0 Program Manager

5.0 HSA Staff Analyst II/I
6.0 Eligibility Worker III
2.0 Sr. Office Asst./Office Asst.

---

**Information Systems**

1.0 Dept. Information Systems Manager

1.0 Dept. App. Analyst III
1.0 Dept. Info. Systems Spec. III
5.0 Dept. Info. Systems Spec II/I
1.0 Sr. Office Asst./Office Asst.

---

**Policies, Procedures, Staff Support, & Program Integrity**

1.0 Program Manager

2.0 HSA Program Supervisor II/I
10.0 HSA Staff Analyst II/I
1.0 Benefits Systems Supervisor
2.0 Benefits Systems Specialist
2.0 Eligibility Supervisor
11.0 Eligibility Worker III
1.0 Sr. Admin. Supervisor
1.0 Collections Supervisor
4.0 Collections Clerk II/I
4.0 Welfare Fraud Specialist II/I
5.0 Office Supervisor
2.0 Legal Technician I
10.0 Office Assistant Specialist
61.0 Sr. Office Asst./Office Asst.

---

**Personnel & Payroll**

2.0 Departmental Personnel Analyst
1.0 Office Supervisor
3.0 Department Payroll Specialist

---

**Staff Development**

1.0 Program Manager

1.0 HSA Program Supervisor II/I
7.0 HSA Staff Analyst II/I
7.0 Eligibility Worker III
2.0 Sr. Office Asst./Office Asst.
Adult & Community Services

1.0 Deputy Director of HSA

1.0 Administrative Secretary

Aging & Adult Services
1.0 Adult Services Division Chief

1.0 HSA Staff Analyst II/I
2.0 Social Worker Supervisor II
3.0 Social Worker Supervisor I
14.0 Social Worker V/IV/III/II/I
1.0 Aging Programs Coordinator
3.0 Sr. Inf. & Assist. Specialist
1.0 Transportation Worker
1.0 HSA Program Coordinator

Aging & Community Services
Fiscal & Clerical
1.0 Management Analyst III

1.0 Management Analyst II/I
1.0 Accountant II/I
2.0 Accounting Technician II
3.0 Accounting Technician I
1.0 Office Supervisor
4.0 Sr. Office Asst./Office Asst.

Energy Assistance,
Weatherization, Food for You
& RSVP
1.0 Community Serv. Prog. Mgr.

1.0 Weatherization Program Supervisor
3.0 Sr. Weatherization Specialist
5.0 Energy Program Specialist
2.0 HSA Program Coordinator
1.0 Storekeeper I
4.0 Sr. Office Asst./Office Asst.

Community Centers
1.0 Community Serv. Prog. Mgr.

8.0 Community Soc. Serv. Director
8.0 Community Soc. Serv. Assistant
1.0 Community Recreation Coordinator

In-Home Supportive Services
1.0 Program Manager

1.0 HSA Staff Analyst II/I
8.0 Social Worker Supervisor I
48.0 Social Worker V/IV/III/II/I
2.0 Office Supervisor
1.0 Office Assistant Specialist
13.0 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 & 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)
1.0 Deputy Chief Probation Officer

Research & Evaluation
- Qualitative data collection
- Data analysis & trend reporting

1.0 Department Information Systems Analyst IV
1.0 Principal Business Analyst
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
- Contract & Grant Management
- Billing Processes
- Fine/Fee Collection Services
- Payroll
- Procurement

1.0 Management Services Administrator
1.0 Management Analyst III
4.0 Management Analyst II/I
1.0 Contracts Analyst
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

Budget
<table>
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<th>Unit #</th>
<th>Allocated Positions</th>
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<td>2022800000</td>
<td>119</td>
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<tr>
<td>Total</td>
<td>363</td>
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</table>
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 & public high schools
- Prevention/intervention services
- Gangs
- Re-entry 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.

1.0 Probation Unit Supervisor

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.
1.0 Mail Clerk
Institutional Services

Institutional Administrative Services
1.0 Assistant Deputy Chief Probation Officer
2.0 Juvenile Facility Supervisor

Youth Advocacy
- Youth grievances
- Program facilitation
- Detention case planning
- Community supervision
- Electronic monitoring
1.0 Probation Unit Supervisor
1.0 Probation Officer III
2.0 Probation Officer II/I
1.0 Juvenile Detention Unit Supervisor
3.0 Juvenile Detention Officer/Juvenile Det. Officer Asst.
1.0 Custody Recreation Assistant

Support Services
- Clerical support
- Statistical collection & reporting
- Supply purchasing
1.0 Office Secretary
1.0 Office Assistant Specialist
1.0 Storekeeper II
2.0 Stock Clerk II/I

Camp
- 360-day rehabilitative commitment program
- 45 beds
1.0 Probation Unit Supervisor
1.0 Probation Officer III
2.0 Probation Officer II/I
3.0 Juvenile Detention Unit Supervisor
7.0 Juvenile Detention Officer/Juvenile Det. Officer Asst.
1.0 Sr. Office Asst./Office Asst.

Specialized Services
- Work project
- Central control
- Visitation
- Court Services
- Field Training Officer
4.0 Juvenile Detention Unit Supervisor
10.0 Juvenile Detention Officer/Juvenile Det. Officer Asst.

Intake
- Juvenile Intake
- Classification
- Detention Assessments
- Transportation
1.0 Probation Unit Supervisor
3.0 Probation Officer III
3.0 Probation Officer II/I
2.0 Sr. Office Asst./Office Asst.

Housing Units
- 150 beds
13.0 Juvenile Detention Unit Supervisor
44.0 Juvenile Detention Officer/Juvenile Det. Officer Asst.
Provides legal representation for indigent persons for whom the County is required to provide counsel in criminal, juvenile, & mental health matters.

- Public Defender
- Assistant Public Defender

Legal Division (Page 16.2)

Investigative Division
- Chief Public Defender Investigator
- Public Defender Investigator II/I
- Public Defender Investigator Asst.

Administrative Services
- Administrative Assistant II
- Dept. Info Systems Analyst II/I
- Senior Legal Technician
- Legal Technician II/I
- Accounting Technician II
- Sr. Office Asst./Office Asst.
- 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 | 41
9210000540 | 92
--- | ---
Total | 407
Operation Services

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

1.0 Deputy Director of Public Works

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/Trainee
1.0 Equipment Operator I
1.0 Administrative Assistant I/Jr.
1.0 Sr. Office Asst./Office Asst.

Road Maintenance
(Page 17.3)

Solid Waste
(Page 17.4)

Fleet Services/Equip. Maintenance
(Page 17.5)

County of San Joaquin 2022-2023 Organizational Chart
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 & 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

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

Budget

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<th>Unit #</th>
<th>Allocated Positions</th>
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</table>

• 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 & Street Sweeping
• Corporation yard maintenance, services, & security

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

Count of San Joaquin 2022-2023 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

Fleet Services Storeroom

1.0 Equipment Parts Room Supervisor
3.0 Fleet Parts Specialist

Fleet Services Administration

1.0 Management Analyst III
1.0 Management Analyst II/I
3.0 Accounting Technician I

Heavy/Light Equipment Repair

1.0 Equipment Maintenance Foreman
2.0 Automotive Maintenance Foreman
7.0 Heavy Equipment Mechanic
10.0 Automotive Mechanic
2.0 Equipment Service Worker III
3.0 Equipment Service Worker II
4.0 Equipment Service Worker I
1.0 Motor Pool Specialist
1.0 Garage Attendant

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<th>Budget Unit #</th>
<th>Allocated Positions</th>
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<td>8190000000</td>
<td>41</td>
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### Engineering Services

- **Deputy Director of Public Works**

#### Design 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.

#### Field Engineering
- 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 Engineering
- 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
- Signal design

- 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
### Development Services

- **1.0 Deputy Director of Public Works**

### 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 & 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

- Special District administration
- CIP development & implementation
- CDBG program administration
- Zone F formations
- Annexations
- Street light program
- Special district budget development, administration, & assessments
- Will Serve & out of agency determinations
- Utility capacity analysis
- Franchise management
- Development review - utilities & street
- Infrastructure asset management

- **1.0 Engineer V**

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

### Water Resources (Page 17.8)
<table>
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<th>Budget Unit #</th>
<th>Allocated Positions</th>
</tr>
</thead>
<tbody>
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</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 Sub Basin GSP Coordination Committee
- Monitors water supply & drought condition; performs groundwater monitoring & investigations; maintains Groundwater Data Center
- Coordinates Inter-Regional Water Management planning & coordination; secures grants for local & regional efforts; Defends Delta water rights & interests
- Countywide District administration, finance, assessment, public education & awareness
- Contract & grant management
- Budget development & coordination for Water, Flood, Delta, storm water programs & Eastern SJ County Groundwater Authority & Mokelumne River Water & Power Authority JPAs
- Administers NPDES storm water program
- Performs NFIP floodplain administration
- Conducts flood prevention studies
- 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 |
| 2.0 Administrative Assistant II/I/Jr. |
**Administrative Services**

- Fiscal
- Geographic Information Systems (GIS)
- 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 Department Payroll Spec.
2.0 Sr. Office Asst./Office Asst.

**Central Services**

- Clerical
- Duplicating
- Mail distribution
- Office supplies
- Records management

1.0 Office Technician Coordinator

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

---

County of San Joaquin 2022-2023 Organizational Chart
San Joaquin General Hospital

1.0 Hospital Chief Executive Officer

Budget
Unit # | Allocated Positions
--- | ---
9221100000 | 1,379

Standards & Compliance

1.0 Deputy Director II/I - SJGH

Medical Staff
(Page 18.2)

Graduate Medical Education Program
(Page 18.3)

Medical Staff Services
(Page 18.4)

Information Systems
(Page 18.5)

Infection Control, Quality/Risk Management & Compliance Programs

1.0 Infection Control Coordinator
1.0 Quality Improvement Coordinator
3.0 Staff Nurse IV - Inpatient
1.0 Management Analyst III
1.0 Management Analyst II/I
1.0 Office Technician/Coordinator
1.0 Sr. Office Asst./Office Asst.

Finance
(Page 18.6)

Human Resources
(Page 18.7)

Nursing Departments
(Page 18.8-18.11)

Ambulatory Care Services
(Page 18.12-18.13)

Support Services
(Page 18.14-18.19)
Graduate Medical Education Program

Chief Medical Officer

Director of Medical Education

Designated Institutional Official

General Surgery Program
1.0 Chief Resident - Dept. of Surgery
3.0 Resident Physician 4th Year
3.0 Resident Physician 3rd Year
3.0 Resident Physician 2nd Year
3.0 Resident Physician 1st Year
4.0 Intern
1.0 Business Analyst II/I
1.0 Residency Training Program Tech. II/I
2.0 Sr. Office Asst./Office Asst.

Medical Information Services
5.0 Staff Nurse IV - Inpatient
2.0 Dept. IS Analyst IV
3.0 Business Analyst II/I

Internal Medicine Program
1.0 Chief Resident—Internal Medicine
4.0 Resident Physician 4th Year
8.0 Resident Physician 2nd Year
6.0 Resident Physician 1st Year
10.0 Intern
1.0 Residency Training Program Tech. II/I
1.0 Sr. Office Asst./Office Asst.

Family Medicine Program
1.0 Chief Resident - Dept. of Family Practice
4.0 Resident Physician 4th Year
6.0 Resident Physician 2nd Year
8.0 Resident Physician 1st Year
5.0 Intern
1.0 Residency Training Program Tech. II/I
1.0 Sr. Office Asst./Office Asst.
Medical Staff Services

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

Medical Library

1.0 Medical Librarian

Administrative Office

1.0 Executive Secretary
Information Systems

Information Systems Assistant Director

Information Systems Department

- 4.0 Dept Applications Analyst IV
- 1.0 Dept Applications Analyst III
- 2.0 Dept Info Systems Analyst IV
- 1.0 Dept Info Systems Analyst III
- 2.0 Dept Info Systems Specialist III
- 5.0 Dept Info Systems Specialist II/I
- 2.0 Business Analyst II/I
- 2.0 Dept Applications Analyst II/I

Communications

- 1.0 Office Supervisor
- 6.0 Hospital Telephone Operator II
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

2.0 Nursing Dept. Manager - Inpatient

1.0 Administrative Assistant I
1.0 Administrative Secretary
1.0 Office Technician/Coordinator
3.0 Sr. Office Asst./Office Asst.

Sterile Processing

1.0 Staff Nurse V-ADM - Inpatient

2.0 Sterile Processing Technician Supervisor
11.0 Sterile Processing Technician II/I
2.0 Sterile Processing Technician II/I

Surgery, Recovery & Anesthesiology

1.0 Perioperative Services Director

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

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
Nursing Departments

1.0 Deputy Director II/I - SJGH

Case Management

1.0 Staff Nurse V - ADM - Inpatient
2.0 Staff Nurse IV - Ambulatory
9.0 Staff Nurse IV - Inpatient
1.0 Staff Nurse III - Ambulatory
1.0 Staff Nurse III - Inpatient
1.0 Staff Nurse I - Inpatient/ Ambulatory
1.0 Sr. Office Asst./Office Asst.

Medical Social Services

1.0 Staff Nurse V - ASDM - Inpatient
1.0 Clinical Social Worker III
7.0 Clinical Social Worker II/I
1.0 Sr. Office Asst./Office Asst.
1.0 Hospital Unit Clerk
Nursing Departments

1.0 Deputy Director-SJGH Nursing

**Progressive Care Unit**
- 6.0 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
- 7.0 Nursing Assistant/Trainee
- 2.0 Hospital Unit Clerk

**Dialysis**
- 1.0 Nursing Dept. Manager - Inpatient

**Med/Surg**
- 2.0 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
  - 28.0 Staff Nurse III - Inpatient
  - 5.0 Staff Nurse I - Inpatient/Ambulatory
  - 1.0 Licensed Vocational Nurse/Sr.
  - 12.0 Nursing Assistant/Trainee
  - 1.0 Office Technician Coordinator
  - 4.0 Hospital Unit Clerk

**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
  - 31.0 Staff Nurse III - Inpatient
  - 4.0 Staff Nurse II - Inpatient/Ambulatory
  - 9.0 Staff Nurse I - Inpatient/Ambulatory
  - 4.0 Licensed Vocational Nurse/Sr.
  - 10.0 Nursing Assistant/Trainee
  - 1.0 Office Technician/Coordinator
  - 8.0 Hospital Unit Clerk

**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
  - 21.0 Staff Nurse IV - Inpatient
  - 20.0 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
- 5.0 Nursing Assistant/Trainee
- 1.0 Hospital Unit Clerk

**Nursing Education**
- 1.0 Clinical Education Coordinator
- 1.0 Staff Nurse V-Clinical Nurse - Inpatient
- 1.0 Staff Nurse IV - Ambulatory
- 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
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
1.0 Storekeeper I
2.0 Sr. Office Asst./Office Asst.
Diagnostic Imaging

1.0 Manager Diagnostic Imaging

Radiology/CT
- 2.0 Supervising Radiologic Tech
- 26.0 Radiologic Tech III/Special Procedures/Mammography/II/I
- 2.0 Sr. Office Asst./Office Asst.
- 1.0 Outpatient Clinic Assistant
- 2.0 Hospital Attendant

Ultrasound
- 5.0 Ultrasound Specialist IV/III/II/I

Nuclear Medicine
- 1.0 Nuclear Medicine Spec. III/II/I

Radiology Students
- 1.0 Radiologic Tech. Educational Coordinator
- 1.0 Radiologic Technologist Instructor
2022-2023 ORGANIZATIONAL CHART
SJCC-County Support to PPH-FQHC
**County Support to PPH-FQHC**  
(San Joaquin Health Centers - “SJ Health”)

**SJ Health Chief Executive Officer**

**Medical Staff**
- 1.0 Physician Manager
- 22.0 Physician

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

**Phone Center**
- 1.0 Office Supervisor
- 3.0 Outpatient Clinic Assistant
- 14.0 Sr. Office Asst./Office Asst.
- 1.0 Patient Registration Clerk
- 2.0 Office Systems Specialist

**FQHC Administration**
- 1.0 Accountant II
- 1.0 Accounting Technician II
- 1.0 Administrative Assistant I
- 2.0 Administrative Assistant II
- 2.0 Clinic Services Coordinator
- 1.0 Credentialing Specialist
- 1.0 Department Payroll Specialist
- 1.0 Dept. Info Systems Analyst II*
- 1.0 Dept. Info Systems Analyst IV
- 1.0 Dept. Info Systems Specialist II
- 1.0 Dept. Info Systems Specialist III
- 1.0 Management Analyst III
- 1.0 Office Secretary
- 1.0 Office Supervisor
- 1.0 Office Systems Specialist
- 1.0 Office Technician/Coordinator
- 1.0 Outpatient Clinic Assistant
- 1.0 Patient Access Services Mgr.

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

**Children’s Health Services**
- 1.0 Staff Nurse IV
- 2.0 Patient Registration Clerk
- 10.0 Outpatient Clinic Assistant
- 1.0 Sr. Licensed Vocational Nurse

**Family Medicine Clinic – CA Street**
- 2.0 Outpatient Clinic Assistant
- 1.0 Patient Registration Clerk
- 1.0 Sr. Licensed Vocational Nurse

**Family Med Clinic – CA Street**
- 8.0 Outpatient Clinic Assistant
- 3.0 Patient Registration Clerk
- 1.0 Patient Service Representative
- 2.0 Staff Nurse V - Ambulatory

**Manteca Clinic**
- 1.0 Nurse Practitioner II
- 1.0 Patient Registration Clerk
- 10.0 Outpatient Clinic Assistant
- 1.0 Clinical Social Worker III**

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

**Healthy Beginnings**

**HB French Camp**
- 1.0 Staff Nurse V
- 7.0 Outpatient Clinic Assistant
- 1.0 Sr. Office Asst./Office Asst.
- 1.0 Patient Registration Clerk
- 1.0 Patient Service Representative
- 1.0 Nurse Practitioner Sr./II/I

**HB California Street**
- 1.0 Staff Nurse V
- 7.0 Outpatient Clinic Assistant
- 1.0 Sr. Office Asst./Office Asst.
- 1.0 Patient Registration Clerk
- 1.0 Patient Service Representative
- 1.0 Nurse Practitioner Sr./II/I

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*allocated as Staff Nurse V  
**allocated as Physician
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**Sheriff-Public Administrator**

- Preserves the peace
- Enforces the law
- Administers contract policing for 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-Public Administrator (Elected)**

**Administrative Support**

- 1.0 Administrative Assistant I
- 1.0 Office Secretary

**1.0 Undersheriff**

**Operations**

- 1.0 Assistant Sheriff
  - Public Administrator

- Investigations (Page 20.2)

- Field Forces - Uniformed Patrol (Page 20.3)

- Field Forces - Special Services Division (Page 20.4)

- Metro Narcotics (Page 20.5)

**Custody**

- 1.0 Correctional Asst. Sheriff

- Jail Operations (Page 20.6)

- Custody Programs & Projects (Page 20.7)

- Professional Standards (Page 20.8)

- Courts/Civil Services (Page 20.9)

- Admin. Services (Page 20.10)
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 Lieutenant
7.0 Deputy Sheriff II/I/Trainee

Persons Crimes

- Investigates homicide and robbery

1.0 Sergeant
7.0 Deputy Sheriff II/I/Trainee

Joint Terrorism Task Force

1.0 Deputy Sheriff II/I/Trainee

Property Crimes

4.0 Deputy Sheriff II/I/Trainee
1.0 Sergeant

Technical Services

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

1.0 Evidence Technician III
14.0 Evidence Technician II/I

High-Tech Crimes

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 |

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**Administrative**
- Administration support
- Crime Prevention Unit
- S.T.A.R.S.
- Deputy Sheriff Reserves
- Online reports
- Towed/impounded vehicles
- Case management
- Honor Guard

| 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. |

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**Communications**
- Receives & dispatches radio & telephone

| 1.0 Lieutenant |
| 7.0 Comm. Dispatcher IV |
| 6.0 Comm. Dispatcher III |
| 25.0 Comm. Dispatcher II/I |
| 1.0 Sr. Office Asst./Office Asst. |

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**Patrol**
- Enforces law in County

| 6.0 Lieutenant |
| 10.0 Sergeant |
| 98.0 Deputy Sheriff II/I/Trainee |

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

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

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**School Resource Officer**
- 1.0 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 & hemp laws

1.0 Lieutenant
1.0 Sergeant
8.0 Deputy Sheriff II/I/Trainee

Community-Oriented Policing

- Community Car Program
- Motor Units

1.0 Lieutenant
2.0 Sergeant
20.0 Deputy Sheriff II/I/Trainee

School Resource Officer

3.0 Deputy Sheriff II/I/Trainee

Airport Security

2.0 Deputy Sheriff II/I/Trainee

AGNET

- Investigates agricultural, gangs, & narcotics crimes.

1.0 Lieutenant
2.0 Sergeant
18.0 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

Crime Analysis

- Researches crime trends and provides actionable intelligence for enforcement and planning

1.0 Supervising Crime Analyst
5.0 Crime Analyst
Metro Narcotics Task Force

- Investigates drug-related crimes

1.0 Sheriff's Captain

1.0 Lieutenant
1.0 Sergeant
7.0 Deputy Sheriff II/I/Trainee
1.0 Sr. Office Asst./Office Asst.
1.0 Office Assistant Specialist

(Additional 4.0 FTE supplied by other Task Force agencies)
Inmate Programs

- Inmate programs
- Compliance
- Population Management
- Facility Projects

1.0 Correctional Captain

Records

- Maintains criminal & custody records
- 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/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 & 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

Custody Training

- Correctional Officer Training Program

1.0 Correctional Sergeant
4.0 Correctional Officer/Trainee

Compliance

1.0 Correctional Sergeant
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
39.0 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/Social Worker
2.0 Civil Process Server
1.0 Office Supervisor
6.0 Sr. Office Asst./Office Asst.
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, assurance, & compliance
- Accounting & analysis
- Payroll services
- Internal controls & reviews
- Accounts payable
- Accounts receivable

1.0 Sheriff Administrative Analyst
2.0 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
- Security and maintenance

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)

Public Administrator
- Administers & investigates estates
- Provides accounting services
- Manages & sells real estate

1.0 Chief Deputy Public Admin.
3.0 Deputy Public Administrator II/I
1.0 Accounting Technician I
2022-2023 ORGANIZATIONAL CHART
Stockton Metropolitan Airport
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

1.0 Airport Operations Supervisor

5.0 Airport Operations Specialist/Worker

Budget
Unit #  Allocated
Positions
9230901000  16

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 III

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

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
3.0 Crafts Worker III
1.0 Crafts Worker II/I

Administration Division

- Provides secretarial, clerical, & some accounting functions for the department

1.0 Office Assistant Specialist
1.0 Administrative Assistant II/I/I/Jr.

County of San Joaquin 2022-2023 Organizational Chart
2022-2023 ORGANIZATIONAL CHART
Treasurer-Tax Collector
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
6.0 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.