

TO: Norma Camacho
Chief Executive Officer

FROM: Nina Hawk, COO
Melanie Richardson, COO
Tina Yoke, COO
Darin Taylor, CFO
Rick L. Callender, CEA
Anna Noriega, CPO

SUBJECT: FY20 Mid-Year Request for Seventeen (17) Additional Full-Time Positions **DATE:** October 28, 2019

With the increasing cost, complexity, and risks associated with upcoming projects, and to help strengthen Valley Water's critical core business functions, this memo provides the business rationale for a request of seventeen (17) full-time positions to be added to the organization during FY20.

WATER UTILITY ENTERPRISE (2 POSITIONS)

Business Planning and Analysis – Unit 416

Unit 416 requests the addition of one (1) Senior Management Analyst to focus on strategic planning and analysis. This position will work closely with the Unit Manager and Chief Operating Officer with an emphasis on the following:

- Manage key metrics on high risk projects;
- Assist with Capital Delivery strategic planning, programmatic support and implementing recommendations District-wide; and
- Assist with operations and maintenance planning for Water Utility Enterprise as it relates to overall annual budget and long-term budget forecasting and analysis.

Also, with the increasing cost, complexity, and risks of upcoming Valley Water projects in the Board approved Capital Improvement Program, this role will support project control and compliance, focusing on tracking overall capital program delivery, monitoring, and reporting on project status. This position will also assist in launching Project Management Information Systems software, creating a District-wide “dashboard” to monitor projects, in close collaboration with the Watersheds’ Business Planning & Analysis Unit (Unit 214) and the Capital Program Planning and Analysis Unit (Unit 335).

Treated Water Division – Unit 515

Unit 515 requests the addition of one (1) Assistant Operating Officer (AOO) to support the Deputy Operating Officer (DOO) in providing oversight and management of the Treated Water Division. The Treated Water Division has the primary responsibility of delivering treated water from four treatment plants (three potable and one non-potable), oversee the water quality laboratory as well as four technical supporting units, asset management, process design and commissioning, and SCADA/Electrical.

The Treated Water Division is a mission critical core service division of Water Utility Enterprise with 24/7 service responsibilities in delivering treated water to the retailers. As such the management of the Division bears significant responsibility and liability related to public health and safety 24/7/365. The facilities and staff that deliver these services being spatially located across the county with a significant number of staff (106 employees) means that management issues often prop up in multiple locations at the same time. Moreover, managing and planning for the continued functioning of the assets and the technical regulatory developments as well as compliance support activities often need senior leadership to step in to ascertain alignment across the utility as well as with other Divisions of Watershed, Administration/IT and External Affairs. In addition to delivering treated water, the Division has taken on several critical challenges and started to embark on larger programs to ensure the continuity of operations and management of assets.

These programs and responsibilities include:

- 1) Hands on and direct involvement in resolving technical issues related to DDW compliance as well as preparing for the permit amendment to bring the new processes online
- 2) Maintaining retailer relationships and keeping them informed and engaged through quarterly retailer meetings as well as at the Water Quality and O&M sub-committee
- 3) Planning and overseeing the start-up activities to mitigate risk of failure or non-compliance
- 4) Creating and overseeing cross divisional teams that work through the technical issues related to SCADA and electrical design
- 5) Design development for the residuals remediation projects
- 6) Planning for an overhaul of the SCADA Master Plan and developing an implementation plan in coordination with IT, which is now a Board priority to upgrade technology and ensure reliability/resiliency at our facilities
- 7) Oversee the planning and integration of a Raw Water Master Plan to dovetail the efforts from the Water Supply Master Plan
- 8) Technical advisory role and guidance related to the Countywide Water Reuse Master Plan as well as pilot studies related to RO Concentrate Management
- 9) Moving onto the implementation and integration of the Asset Management system to the Watershed and Facilities assets and deploying the mobile platform for asset management which is now starting to get focus at the Board level
- 10) Engaging in ACWA and CUWA as well as AWWA for technology and regulatory developments
- 11) And last, but the most important aspect, the continued in-person interaction and engagement with field staff at all locations to ensure morale is high and keeping remote staff engaged and connected to the core vision and mission of Valley Water

Timely and immediate attention to staff and asset issues that arise at the multiple locations on any given day is key to keeping operations uninterrupted while maintaining focus on delivering the long-term programs such as Rinconada Construction, SCADA Master Plan and Asset Management.

WATERSHEDS (9 POSITIONS)

The Watersheds business area requests an additional nine (9) staff to enable successful support for Valley Water's critical infrastructure projects. To ensure success of our large Dam Seismic Retrofit Projects and the Pacheco Reservoir Expansion Project, the Dam Safety and Capital Delivery Division is requesting four (4) new positions. Two (2) for the Dam Seismic Retrofit Projects and two (2) for the Pacheco Reservoir Expansion Project. Watersheds is also requesting five (5) additional staff to support and oversee all environmental planning and permitting efforts for capital projects given the shift in strategy to use in-house staff instead of consultants. These new positions will also support succession and leadership development within these Units.

Dam Seismic Retrofit Projects, Dam Safety Program & Project Delivery – Unit 595

Unit 595 requests one (1) Assistant Engineer and one (1) Associate Engineer to strengthen alignment of critical core business functions and support succession and leadership development in the following ways:

- Support technical skills for engineering planning, data collection, and overall project development;
- Ongoing coordination of post-construction operations on all dam seismic retrofit projects;
- Work with regulators, internal and external legal staff, and internal staff tasked with permit acquisition;
- Address the dramatically increased complexity of seismic retrofit projects;

- Help alleviate project impact due to unexpected prolonged absences or promotions and transfers that adversely impact project schedules;
- Ensure the increased level of coordination and communication required (specifically on Anderson) with Federal Energy Regulatory Commission (FERC);
- Maintain and optimize Valley Water and FERC's Hydropower Administration and Compliance and Division of Dam Safety and Inspections; and
- Monitor, push, and respond to County Parks requests to help keep projects on schedule.

Pacheco Reservoir Expansion Project, Pacheco Project Delivery – Unit 377

Unit 377 requests one (1) Assistant Engineer and one (1) Associate Engineer to strengthen alignment of critical core business functions and support succession and leadership development in the following ways:

- Coordinate right of entry for properties along Pacheco Creek downstream of the dam (currently borrowing an Assistant Engineer position from Construction Services, however this resource will be unavailable at the end of May 2019 due to peak construction demands);
- Manage the San Luis Low Point Improvement Project transferred to unit from Water Supply Division due to nexus with the Pacheco Reservoir Expansion; and
- Associate Engineer to lead and/or participate in the review of consultant deliverables and to lead distinct consultant tasks that have been identified for the foreseeable future below.

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|-----------------------------|----------------------------------|---------------------------|
| ○ stakeholder engagement | ○ coordination with Reclamation | ○ Pump Station |
| ○ water rights modification | ○ on facility tie-ins/permitting | ○ Piping |
| ○ partner agency | ○ Planning Study Report | ○ Roads |
| ○ coordination | ○ Federal Feasibility Study | ○ Utilities and Power |
| ○ interface with Caltrans | ○ Basis of Design Technical | ○ Transmission |
| ○ High Speed Rail | ○ Memos | ○ Technical Review Board |
| ○ coordination | ○ 30/60/90/Final Design | ○ Value Engineering and |
| ○ project power | ○ Documents associated with | ○ Constructability Review |
| [PGE/PWRPA/WAPA] | ○ Outlet Works | |
| ○ coordination | | |

Environmental Mitigation and Monitoring – Unit 244

Unit 244 requests one (1) Senior Water Resource Specialist to oversee fisheries staff in the Unit and provide leadership on fisheries issues for the Anderson, Guadalupe, and Calero retrofits, Pacheco expansion, and the Fish and Aquatic Habitat Collaborative Effort (FAHCE). This position supports the urgent need around public health and safety seismic retrofit projects, and the need for fisheries leadership and data collection to occur quickly.

The Senior Water Resource Specialist will:

- Coordinate and implement fisheries data collection efforts;
- Oversee environmental permitting and resource agency negotiation for fisheries;
- Assist project teams in the development of mitigation and conservation measures projects;
- Oversee development of fisheries mitigation and monitoring programs;
- Provide ongoing coordination with project teams, internal and external legal staff, and management;
- Ensure there is an increased level of coordination and communication on Anderson

Unit 244 also requests two (2) Assistant Biologist I's (fisheries biologists) to enable data collection activities for the various Water Utility fisheries projects (Anderson, Guadalupe, and Calero retrofits, Pacheco expansion, and FAHCE). The two Assistant Biologist I's were requested previously this past spring and have not yet been approved in the budget.

Environmental Planning – Unit 247

Unit 247 requests one (1) Associate Water Resource Specialist to support the work of Senior Environmental Planners assigned to Dam Seismic Retrofit Projects. The Associate Water Resources Specialist would provide a professional-level resource for environmental tasks and oversee general coordination between internal and external project team members.

Typical responsibilities for the Associate Water Resource Specialist would include:

- Review of consultant work products;
- Assisting consultant contract management and scheduling;
- Background research;
- Coordination of public and agency meetings;
- Natural resource agency permitting support; and
- Assisting Senior Environmental Planners with identifying and evaluating environmental elements, impacts, mitigation measures, and alternatives.

Water Resources Planning and Policy Unit – Unit 245

Unit 245 requests one (1) Senior Engineer to lead project and long-range planning. The position allows the formation of a technical squad to produce engineering Planning Study Reports (PSRs) and develop and manage long-range watershed and stewardship plans, including Valley Water's One Water Plan.

The Office of Watersheds Stewardship & Planning Division is currently forming a Stewardship Project Planning squad and, if approved, the requested Sr. Engineer would lead a parallel squad focused on flood/watershed Project Planning and Long-Range Planning. This work structure would be invaluable for supporting flood protection and stream restoration/stewardship projects and lay the groundwork for potential future ballot measures after Safe, Clean, Water expires.

INFORMATION TECHNOLOGY & ADMINISTRATIVE SERVICES (2 POSITIONS)

As Valley Water's construction contracts continue to grow, more technical staff are needed to monitor contracts and contract management practices as well as support facilities. Information Technology and Administrative Services requests two (2) additional staff members to support the effort.

Facilities Management – Unit 887

Unit 887 requests one (1) Facilities Maintenance Technician I/II to help support the maintenance and repair of Valley Water buildings and facilities as it relates to Valley Water's upcoming critical projects. This position is an integral position within the Facilities Management Unit, reporting to a facilities Maintenance Technician III. As Valley Water's facilities grow, the need to maintain and repair these facilities also grows. An additional Facilities Maintenance Technician I/II will help fill these resource gaps to ensure that Valley Water facilities continue to function effectively.

Purchasing and Contracts – Unit 820

Unit 820 requests one (1) Program Administrator (PA) to manage and support a more robust Business Outreach Program, perform Small Business Enterprises (SBE) and Disadvantaged Business Enterprises (DBE) analysis and tracking, and lead Labor Compliance administration. As Valley Water's construction contracts continue to grow, Valley Water will require more technical staff to monitor these unique areas of contracts and contract management practices. The PA will evaluate program requirements, identify gaps, and determine resources required to effectively meet the programs identified below.

Business Outreach Program:

Current practices and resources do not allow for more frequent outreach events and programs. This position will help promote and foster business diversity and inclusiveness when providing bid and contracting opportunities with Valley Water. This position is tasked to assure equal opportunities are available for all business types including small, local, and emerging business.

DBE/SBE Analysis and Tracking:

The current process requires review and documentation of the DBE/SBE analysis to ensure commitments and goals are met by the contractor. Individual contracting opportunities may have established goals for SBEs and DBEs. The PA will identify program efforts to establish and monitor DBE/SBE goals and address program gaps.

Labor Compliance:

Labor Compliance is the monitoring and enforcement of the payment of prevailing wages on public works (construction and maintenance projects) and certain service contracts. Current practices are manual and time-consuming paper reviews of payrolls. Additionally, there are no field interviews to determine if wage theft is occurring. This new position will develop automated certified payroll review system and determine best practices for field checking of wages.

FINANCIAL PLANNING AND MANAGEMENT SERVICES DIVISION (1 POSITION)

Revenue and Grants Management – Unit 683

With hundreds of millions of dollars of grant money potentially available to Valley Water over the next decade, Unit 683 is requesting one (1) Program Administrator (PA) position that would coordinate and drive Valley Water's pursuit of grant opportunities. Currently this work is decentralized with various units across Valley Water pursuing grants that would benefit their unit, which may be in competition with another Valley Water Unit, or which may result in opportunities being left on the table if units aren't aware of them, or which may divert valuable staff time away from other work priorities.

Currently, the Revenue and Grants Management unit has a Senior Management Analyst and a Management Analyst II responsible for managing claims and reimbursements, assisting with grant application submittals, and managing related audits (including the Single Audit).

The Program Administrator would centralize Valley Water's grant pursuit efforts and provide the following:

- Research, evaluate, and recommend grant opportunities for Valley Water projects;
- Build relationships with financial assistance agencies to influence potential grant opportunities;
- Work closely with units across Valley Water to ensure a coordinated approach to the pursuit of grants and to ensure no opportunities are missed;
- Analyze prospective grant agreements to ensure District compliance;
- Assist in technical writing of grant applications; and
- Prepare Board Agenda memos for Board authorization to apply for grants and enter into agreements.

EXTERNAL AFFAIRS DIVISION REQUESTS (2 POSITIONS)

Office of Civic Engagement – Unit 153

Unit 153 requests one (1) Public Information Representative II (PIR II) that will be a utility player within the Water Education & Volunteer Program as part of a proposed new *Water Supply Outreach and Tours* program area. The position's working title will be *Public Tours & Events Specialist*. The position would be responsible for staffing a new *district-wide* Public Tours Program way beyond the current

scope of the Silicon Valley Advanced Water Purification Center Tours program and the newly added Pacheco Reservoir Expansion outreach project. The position will work closely with the PIR III lead to create and staff an expanded Water Supply Tours team, which will fulfill the district's water utility desire to build a comprehensive water supply outreach strategy by offering District-wide *Open Houses*, and community/public tours at all three (3) water treatment plants (Rinconada, Penitencia, Santa Teresa WTPs), Anderson Dam, Pacheco Dam, Water Quality Testing Lab, pumping stations, and other similar district-owned facilities with the goal of not only educating, but further engaging the public to build general support of Valley Water's mission. In addition, if the Valley Water decides to move forward with its own Visitor Center or new Outdoor Classroom, this position will help support and staff such facilities, as well as lend staffing support for water ambassador tours, H2Cool Mascot, as well as VIP elected tours organized by the Office of Government Relations.

Currently, the Recycled Water Outreach program has a PIR III lead vacancy, which will potentially be downgraded to a PIR II to provide programmatic support under the other PIR III lead who will now inherit managing Recycled Water Outreach (25%), in addition to managing Pacheco Reservoir Outreach (50%), and the year-round Volunteer Program (25%). If a new expanded public tours program is added, then this same PIR III will also be overseeing this program; therefore, they need additional permanent staff as the program cannot continue to rely on temporary staff indefinitely, especially if there is a directive to expand to a district-wide public tours and events program.

The current Recycle Water Outreach program includes not only managing purification center tours, but an entire outreach plan that includes a targeted outreach to environmental/ health influencers, annual social media/marketing campaigns, polling, and collateral development for online website, printed materials, and other community outreach events, open houses, and tabling. Currently, this program alone hosts more than 70 tours a year, with over 1,500 visitors. The Pacheco Outreach program will have similar outreach plan with similar components.

Key responsibilities for the PIR II include, but are not limited to, the following:

- Execute and coordinate the day-to-day operations of district-wide Public Tours Program as well as the public communications and outreach activities for the Water Supply Outreach & Tours project area, including developing public information & education materials, and social media engagement.
- Organize and plan special events such as Open Houses, Community or VIP tours, Open Houses, youth or community outreach events, and targeted community tours.
- Public outreach duties include leading public-facing tours as a Lead Tour Guide and/or Coordinator, building stakeholder and public acceptance through special events, and public education.
- Coordinating and staffing H2Cool Mascot at public events, including managing social media profile
- Work closely with the PIR III- Volunteer & Public Engagement Lead and Staff to organize and coordinate tour program scheduling and staffing and work with Communications Unit staff to develop outreach materials (print and/or online) and/ or employee communications.
- Planning and coordination with marketing/ PR consultants to implement social marketing/media campaign, website updates, creating or updating public education materials.
- Support project team in developing training materials and provide training support and guidance.
- Track workplan goals and deliverables, compile report data and tour survey results, prepare written summaries, order program supplies, giveaways, materials, print production and/or translate materials.

Unit 153 also requests one (1) Management Analyst I position in the Community Benefits Program reporting directly to the Supervising Program Administrator. The position would be responsible for supporting the Safe, Clean Water Grants and Creek Stewardship programs and leading the Public Arts/Signage Program.

The Safe, Clean Water Grants & Partnership Program is currently in Year 6 of providing grant funding to the community. To date, there are over 60 grant funded projects in Valley Water's portfolio with approximately another \$20 million more funding to disperse in the remaining 9 years of the program. Although a new grants management system has been implemented to streamline the management of the grant projects for both staff and grantees, invoices still require staff time to review and process manually. The program will continue to expand its grant project portfolio as more funding is awarded, which will increase the number of invoices staff receive daily. Additionally, with more projects coming to an end, staff will begin looking at the success of each of the completed projects to assess the impacts on the community. Currently, the program is supported by one full-time Senior Management Analyst (100%) and one full-time Supervising Program Administrator (~50%).

The proposed Safe, Clean Water Grants & Partnership Program responsibilities of the Management Analyst I (40%) are as follows:

- Review and assess invoices for accuracy in alignment with proposed budget & scope of work
- Liaison with grantees and provide technical assistance on issues/errors with invoices
- Review project status reports to ensure alignment with scope of work in grant agreement
- Review grantee's project evaluations and compile information/data to assess impacts on community
- Communicate with grantees and prospective grantees to share information and provide technical support and customer service for inquiries and requests
- Review mini-grant applications, analyze, evaluate and recommend grantees for funding for the mini-grant program. Coordinate with internal reviewers, legal counsel, environmental planning, accounting, budget and other internal units to award and execute the mini-grant agreements
- Maintain grant online and hard copy filing systems, and recommend process improvements
- Assist with conducting outreach for the grants and partnership opportunities, such as providing analysis and input to develop FAQs, supporting public workshops, and maintaining program website
- Prepare reports, memos and other correspondence to track and share the program information

The Public Arts/Signage Program is continuing to be developed. Thus far, the program has piloted the Adopt-A-Bench (AAB) Art Project with Valley Water's Youth Commission. Once the AAB Art Project is fully launched, a dedicated staff person is needed to manage the program. Currently, the program is supported by one fulltime Supervising Program Administrator (~30%).

The proposed responsibilities for the Management Analyst I (40%) under the Public Arts/Signage Program are as follows:

- Conduct research, studies and analysis on industry trends/benchmarks in public arts programming and make recommendations for program development and improvements, including processes for working with municipal arts commissions, property owners, developing program guidelines, etc.
- Research and outreach to artists and art organizations for potential partnership opportunities
- Develop, implement and manage public arts and signage agreements with artists, community organizations and other agencies, including writing requests for proposals, project budgets and project timelines, and providing support and judgement during bid and other procurement processes

As the need for environmental stewardship grows in response to the impacts on our climate, Valley Water's Creek Stewardship Program will continue to expand. The feasibility of one fulltime staff managing all aspects of the program is unrealistic. The program hosts at least 2 major cleanups a year, manages an ongoing creek adoption program, and collaborates with several agency and community partners on an ongoing basis. Currently, the program is supported by one fulltime Public Information Rep II (100%) and one fulltime Supervising Program Administrator (~20%).

The proposed Creek Stewardship Program responsibilities of the Management Analyst I (20%) are as follows:

- Liaison with the Youth Commission Creek Stewardship subcommittee to manage implementation of its annual work plan, including participation in two annual countywide creek cleanup events
- Communicate with volunteers, Adopt-A-Creek partners, partner agencies and other organizations that participate in the Creek Stewardship programs, including responding to requests and inquiries
- Manage, track, organize and process purchases for program supplies, storage and distribution to volunteers and partners. Analyze and evaluate the supplies and associated budget. Research and evaluate industry standard supplies to recommend updates for cost-savings and efficiencies

OFFICE OF TALENT & INCLUSION (1 POSITION)

The Office of Talent & Inclusion is instrumental in providing administrative support to Valley Water, employees, retirees and Board of Directors. Specifically, the Benefits & Wellness program ensures onboarding of new employees, processes employment changes (benefit enrollments, salary changes, life status changes, etc.), promotes employee well-being through Valley Water's Award Winning Wellness Program, counsels employees regarding leaves of absence, processes employee separations/retirements and is responsible for servicing retirees and their eligible spouses/dependents.

Office of Talent & Inclusion – Unit 915

Unit 915 requests one (1) Management Analyst II (Retirement Specialist) in the Benefits & Wellness program to support the increasing volume of services provided to Valley Water's retiree population.

The current Valley Water retiree population is over 550, and this population is rapidly growing each year, with 33 retirements in FY19 and over 25 targeted for FY20. Current retirement eligibility statistics show that over 27% of Valley Water's employees have at least 15 years of service and are older than 55, which makes them eligible to retire with Valley Water provided health benefits. 23% of employees are vested with CalPERS and meet the minimum age requirements to retire, and 12% are vested with CalPERS and are nearing the eligibility age requirements to retire. In addition, while the retiree population is increasing, they are also aging. Currently 80% of retirees are at or nearing age 65, which directly correlates to the number of Medicare enrollments and Medicare Part B reimbursements that are processed.

The Management Analyst II (Retirement Specialist) would be responsible for the following:

- Providing pre-retirement consultations with employees regarding retirement preparedness – including CalPERS requirements, Valley Water Retiree Health Plan, Medicare enrollment, etc.
- Facilitating twice annual CalPERS informational brown bags; hosting multiple internal brown bags.
- Providing subject matter expertise and act as primary contact regarding CalPERS compensation reviews that are usually triggered by retirement estimate requests.
- Conducting retirement exit meetings – including preparing paperwork, conducting exit meetings, and processing retirement paperwork by updating applicable systems and notifying internal stakeholders,
- Processing Medicare enrollments – including sending the notification packets, processing the enrollment changes with the medical carriers, and coordinating the Part B reimbursements.
- Providing excellent customer service to retirees and their eligible dependents – regarding resolving complex health insurance issues, maintaining up to date personnel records, etc.
- Spearheading implementation of the MOU provision requiring retirees hired after 2006 to contribute to the medical insurance premiums – including conducting policy review and updates, developing a process to collect premiums, and partnering with Accounting on record keeping.
- Maintaining intranet site and materials to facilitate knowledge regarding the retirement process.
- Providing subject matter expertise on CalPERS Partial Service Retirement Option - including rolling out to employees, processing of applications, etc.

The addition of one (1) regular Management Analyst II position would allow for the on-going support to Valley Water's retirees and eligible dependents while providing consistent staff support to Valley Water.

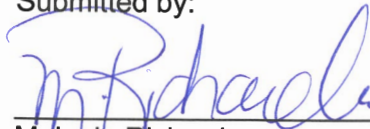
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Submitted by:



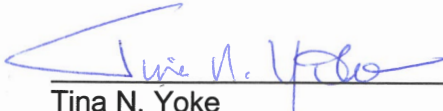
Nina Hawk
Chief Operating Officer
Water Utility Enterprise

Submitted by:



Melanie Richardson
Chief Operating Officer
Watersheds

Submitted by:



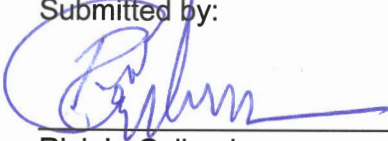
Tina N. Yoke
Chief Operating Officer
Information Technology &
Administrative Services

Submitted by:



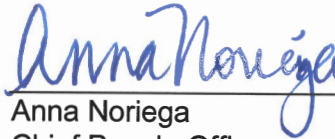
Darin Taylor
Chief Financial Officer
Office of the Chief Executive Officer

Submitted by:



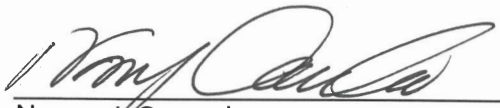
Rick L. Callender
Chief of External Affairs
Office of the Chief of External Affairs

Submitted by:



Anna Noriega
Chief People Officer
Office of Talent & Inclusion

Concurrence by:



Norma J. Camacho
Chief Executive Officer

cc: M. Baratz

Attachment 1: Valley Water Summary for FY20 FTE Requests Mid-Year

Attachment 1: Summary for Valley Water FY20 Mid-Year FTE Requests

Nina Hawk, COO, Water Utility Enterprise	Proposed two (2) new positions	One (1)	Senior Management Analyst
		One (1)	Assistant Operating Officer
Melanie Richardson, COO, Watersheds	Proposed nine (9) new positions	Two (2)	Assistant Engineer II (Civil)
		Two (2)	Associate Engineer (Civil)
		One (1)	Senior Water Resources Specialist
		Two (2)	Assistant Biologist I
		One (1)	Associate Water Resources Specialist
		One (1)	Senior Engineer
Tina Yoke, COO, Information Technology and Administrative Services	Proposed two (2) new positions	One (1)	Facilities Maintenance Technician I/II
		One (1)	Program Administrator
Darin Taylor, CFO, Financial Planning and Management Services	Proposed one (1) new position	One (1)	Program Administrator
Rick Callender, CEA, External Affairs	Proposed two (2) new positions	One (1)	Public Information Representative II
		One (1)	Management Analyst I
Anna Noriega, CPO, Office of Talent and Inclusion	Proposed one (1) new position	One (1)	Management Analyst II
Total proposed requests: Seventeen (17)			