

## RENT BOARD POSITION DETAIL

(Sorted by Unit, Classification and Job Assignment)  
Budget Code 11-01 Monthly Employees + 11-03 Hourly Employees

FY 2014 Adopted		FY 2015 Adopted		FY 2016 (Adopted June 15, 2015)	
<b>Administration / Policy Unit</b>					
Executive Director	1.00	Executive Director	1.00	Executive Director	1.00
Administrative Staff Assistant	1.00	Administrative Staff Assistant	1.00	Administrative Staff Assistant	1.00
Deputy Director	1.00	Deputy Director	1.00	Deputy Director	1.00
Assistant Planner	1.00	Eliminated Position	0.00	Eliminated Position	0.00
Assistant Management Analyst	1.00	Assistant Management Analyst	1.00	Assistant Management Analyst	0.70
Associate Management Analyst	0.00	Associate Management Analyst	0.70	Associate Management Analyst	0.70
Senior Legal Secretary	0.25	Senior Legal Secretary	0.25	Senior Legal Secretary	0.25
<b>Subtotal for FTE</b>	<b>5.25</b>	<b>Subtotal for FTE</b>	<b>4.95</b>	<b>Subtotal for FTE</b>	<b>4.65</b>
				Salary / Benefit Total = \$890,000	
<b>Legal Unit</b>					
Staff Attorney III	1.00	Staff Attorney III	1.00	Staff Attorney III	1.00
Staff Attorney I	1.00	Staff Attorney I	1.00	Staff Attorney I	1.00
Community Service Specialist I	0.25	Community Service Specialist I	0.25	Community Service Specialist II	0.25
Senior Legal Secretary	0.50	Senior Legal Secretary	0.50	Senior Legal Secretary	0.50
<b>Subtotal for FTE</b>	<b>2.75</b>	<b>Subtotal for FTE</b>	<b>2.75</b>	<b>Subtotal for FTE</b>	<b>2.75</b>
				Salary / Benefit Total = \$535,000	
<b>Hearings Unit</b>					
Senior Hearing Examiner	1.00	Senior Hearing Examiner	1.00	Senior Hearing Examiner	1.00
Senior Hearing Examiner	0.85	Hearing Examiner	1.00	Hearing Examiner	1.00
Community Services Specialist II	0.40	Community Services Specialist II	0.30	Community Services Specialist II	0.00
Assistant Management Analyst	0.00	Assistant Management Analyst	0.00	Assistant Management Analyst	0.30
Senior Legal Secretary	0.25	Senior Legal Secretary	0.25	Senior Legal Secretary	0.25
<b>Subtotal for FTE</b>	<b>2.50</b>	<b>Subtotal for FTE</b>	<b>2.55</b>	<b>Subtotal for FTE</b>	<b>2.55</b>
				Salary / Benefit Total = \$435,000	
<b>Registration &amp; PIU Unit</b>					
Community Services Specialist III	1.00	Community Services Specialist III	1.00	Community Services Specialist III	1.00
Staff Attorney I	1.00	Staff Attorney I	1.00	Staff Attorney I	1.00
Associate Management Analyst	1.00	Associate Management Analyst	0.30	Associate Management Analyst	0.30
Associate Management Analyst	0.60	Associate Management Analyst	0.75	Associate Management Analyst	0.60
Community Services Specialist II	1.00	Community Services Specialist II	1.00	Community Services Specialist II	1.00
Community Services Specialist II	1.00	Community Services Specialist II	1.00	Community Services Specialist II	1.00
Community Services Specialist II	0.60	Community Services Specialist II	0.70	Community Services Specialist II	1.00
Community Services Specialist I	0.75	Community Services Specialist I	0.75	Community Services Specialist II	0.75
Office Specialist III	1.00	Office Specialist III	1.00	Office Specialist III	1.00
Office Specialist II	1.00	Office Specialist II	1.00	Office Specialist II	1.00
Office Specialist II	1.00	Office Specialist II	1.00	Office Specialist II	1.00
Office Specialist II	0.00	Office Specialist II	0.00	Office Specialist II	1.00
<b>Subtotal for FTE</b>	<b>9.95</b>	<b>Subtotal for FTE</b>	<b>9.50</b>	<b>Subtotal for FTE</b>	<b>10.65</b>
				Salary / Benefit Total = \$1,510,000	
<b>Total RSB Staff</b>	<b>20.45</b>	<b>Total RSB Staff</b>	<b>19.75</b>	<b>Total RSB Staff</b>	<b>20.60</b>
<b>Employees in Other Departments</b>					
Information Systems Specialist	1.00	Information Systems Specialist	1.00	IT Department Support	1.00
				Salary / Benefit Total = \$160,000	
<b>Grand Total (City)</b>	<b>21.45</b>	<b>Grand Total (City)</b>	<b>20.75</b>	<b>Grand Total (City)</b>	<b>21.60</b>
<b>Temporary / Hourly Employees</b>					
Temporary Agency Assistance	0.25	Temp Office Specialist II	0.40	Temporary Agency Assistance	0.25
Housing Intern	0.05	Housing Intern	0.00	Housing Intern	0.25
				Salary / Benefit Total = \$30,000	
<b>GRAND TOTAL (All Sources)</b>	<b>21.75</b>	<b>GRAND TOTAL (All Sources)</b>	<b>21.15</b>	<b>GRAND TOTAL (All Sources)</b>	<b>22.10</b>

### Changes from FY 2015 to FY 2016 include the following:

- \*\*   Represents changes from 2015 Adopted Position Detail
- \*\* Based on prior Board action, convert the Community Service Specialist I position to Community Service Specialist II
- \*\* Add 1.0 FTE career Office Specialist II to the Registration/PIU Unit
- \*\* Replace 0.40 FTE Temporary Office Specialist II with 0.25 FTE Temp Agency Assistance and .25FTE Housing Intern
- \*\* Reduce Associate Management Analyst in Registration/PIU Unit from 0.75 FTE to 0.60 FTE
- \*\* Adjust IT Department Support to reflect that support may include programming services
- \*\* Reallocate 0.30 FTE Community Services Specialist II from the Hearings to PIU and backfill with 0.30 FTE from the Administrative Unit