



SUSAN S. MURANISHI
COUNTY ADMINISTRATOR

C O U N T Y A D M I N I S T R A T O R

December 9, 2025

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, CA 94612

Dear Board Members:

SUBJECT: AUTHORIZE SEPARATE RECRUITMENTS FOR A REGISTRAR OF VOTERS AND A CHIEF INFORMATION OFFICER AND ADOPT SALARY ORDINANCE AMENDMENTS TO AMEND SUBSECTIONS: 1) 1-1.1 TO INCREASE THE SALARIES FOR JOB CODES 1005 AND 1849, AND 2) 3-20.8 TO ADD A SUNSET DATE

RECOMMENDATIONS:

- A. Authorize the Human Resource Services Director to proceed with separate recruitments for the appointed positions of Registrar of Voters and Chief Information Officer;
- B. Adopt the following related Salary Ordinance Amendments:
 - 1. Amend Section 3-20 (Information Technology Department), subsection 3-20.8, to add a sunset date of March 28, 2026, and delete the provision that authorizes the Chief Information Officer to receive an additional 25% of the base pay when designated to serve concurrently as the Registrar of Voters from the Salary Ordinance upon the sunset date; and
 - 2. Update Article 1, Section 1-1 (Pay Rate Schedules), subsection 1-1.1, to provide special salary adjustments effective October 12, 2025, for the classifications of Registrar of Voters (Job Code ("JC") 1005) by 17% and the Chief Information Officer (JC 1849) by five percent (5%), and increase the salaries for these classifications by four percent (4%) for a general wage increase effective December 21, 2025.

DISCUSSION/SUMMARY:

In 2006, following the retirement of the then-Registrar of Voters (ROV), your Board appointed the County's Information Technology Department (ITD) Director to serve concurrently as the ROV on an interim basis. Due to the emergence of electronic voting and budget constraints at the time, this dual-role structure was subsequently continued on an ongoing basis. In 2012, when the ROV/ITD Director retired, your Board again opted to maintain the combined appointment. Based

on the more recent expansion, complexity and controversy related to election services at the local, State and national levels, staff recommend that your Board consider separating the functions of the Chief Information Officer (CIO) and ROV to provide more focused attention to the countywide operations and administration of the ROV Office and the IT Department. The impending retirement of the incumbent CIO/ROV provides an opportunity for your Board to conduct two separate recruitments and appoint both a new ROV and a new CIO. The recommendation to separate the roles of the CIO and ROV is consistent with the report issued by the Election Commission established by your Board in 2023 and comments from the Alameda County Civil Grand Jury report.

Implementation of the dual CIO/ROV was achieved through a provision of the Salary Ordinance that authorizes the CIO to receive an additional 25% base pay when concurrently serving as the ROV. With the separation of the dual roles and upcoming recruitment for two separate positions, staff recommend that the additional 25% compensation be phased out by adding a sunset date of March 28, 2026, consistent with the incumbent's effective date of retirement/separation from the County. Upon reaching the sunset date, subsection 3-20.8 will be removed from the Salary Ordinance, ensuring that the compensation framework aligns with the County's future organizational structure and executive leadership model.

With your Board's direction, the Human Resource Services ("HRS") Department will initiate two separate comprehensive executive recruitment processes for the ROV and CIO positions, both of which will be vacated following the retirement of the incumbent effective March 27, 2026. In advance of these recruitments, HRS conducted a salary survey of comparable jurisdictions to assess the market competitiveness of the County's existing salary structures. Findings indicate that both classifications fall below median compensation levels among peer agencies. Notably, the ROV salary range, which was last reviewed in 2005, has not kept pace with the expanded scope, complexity, and public visibility of the role over the past two decades, resulting in a 15% lag below the market median. The CIO classification similarly trails the market, with current compensation approximately three percent (3%) below the median.

To facilitate the County's ability to attract and retain highly qualified executive leadership in these critical functions, staff recommend special salary adjustments for both the ROV and CIO classifications, effective October 12, 2025. Additionally, employees in certain Unrepresented M-designated classifications and non-management classifications aligned with management have historically received general wage increases consistent with those provided to the Alameda County Management Employees Association General Government and Confidential Units. In alignment with this practice, staff further recommend your Board approve a four percent (4%) general wage increase for the ROV (JC 1005) and CIO (JC 1849) classifications, effective December 21, 2025.

FINANCING:

Funds are available in the FY 2025-26 final budget to support the increased costs of separating the ROV and CIO positions and will be incorporated in future budgets.

VISION 2036 GOAL:

The recommendations meet the 10x goal pathways of **Employment for All** in support of our shared vision of a **Prosperous and Vibrant Economy**.

Very truly yours,



Susan S. Muranishi
County Administrator

Signed by:



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Margarita Zamora, Director
Human Resource Services

c: Auditor-Controller
County Counsel
Chief Information Officer
Registrar of Voters

Ordinance No.**AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2025 – 2026
COUNTY OF ALAMEDA SALARY ORDINANCE**

The Board of Supervisors of the County of Alameda ordains as follows:

SECTION I

Article 1, Section 1-1, Subsection 1-1.1 of the County of Alameda Salary Ordinance is hereby amended thereto of the following job codes, titles, and salaries, effective on the dates outlined below:

JC	MC	Classification	Eff Date	Unit Code	Step 01	Step 02	Step 03	Step 04	Step 05	FLSA Status
1005	SE	Registrar of Voters	10/12/2025	071	8,362.40				10,162.40	X
1005	SE	Registrar of Voters	12/21/2025	071	8,696.80				10,568.80	X
1849	SE	Chief Information Officer	10/12/2025	071	9,226.40				12,368.00	X
1849	SE	Chief Information Officer	12/21/2025	071	9,595.20				12,862.40	X

SECTION II

Article 3, Section 3-20 (Information Technology Department), subsection 3-20.8 of the County of Alameda Salary Ordinance is hereby amended to read as follows:

3-20.8 – Effective May 8, 2006, the employee in JC 1849 when designated to serve in JC 1005 shall be compensated an additional twenty-five percent (25%) of the base pay. This provision shall sunset effective March 28, 2026, and shall be deleted from the Salary Ordinance upon the sunset date.

SECTION III

This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published once with the names of the members voting for and against it in the Inter-City Express, a newspaper published in the County of Alameda.