

MEMO

To: Don Gaekle, CCAIT Joint Powers Authority Chair

CC: Rob Grossglauser, CCAIT Joint Powers Authority Executive Director

From: Peter Aldana, CCAIT Joint Powers Authority Prop-19 Sub Committee Chair

Date: May 19, 2024

RE: Options and Recommendation of JPA Projects Oversight Role Replacement

During April's Board meeting, Kan Wang, our Riverside County resource, and key support person for the Authority, announced his transition to a new phase in his professional journey, marking the end of his full-time employment with my office. Considering this loss, the Board requested options for continuing technical support and managerial guidance for the Authority's ongoing and future projects to ensure execution continuity and momentum.

Key identified skill sets of this role include:

- Big picture view. Distilling the Board's vision into actionable portfolios, projects, and tasks.
- Identifying conflicting constraints impacting technology project effectiveness.
- Assessing solution interdependencies from people, process, and technology perspectives.
- Expertise in project management and software development methodologies, vendor management, and solution verification & validation.
- Proficiency in technology project management and administration, including procurement, scope of work, and budgeting.
- Effective communication of technical information to stakeholders at all levels.
- Knowledge and management experience with California County Assessors' operations and current technology landscape.

After assessing Kan's demonstrated skills, I present the following options and my final recommendation to the board:

Options:

- 1) Assigning a replacement Riverside resource to support the Authority.
 - Riverside lacks a suitable candidate based on the defined skills.
- 2) Ceasing Riverside's support for this role, necessitating a search for a replacement from another county.
 - This option may take time, and the willingness of the County to commit staffing time to the Authority.
- 3) Recruiting an outside independent project consultant under the Executive Director's management.
 - Recruitment may require an RFP, interviews, etc., which takes time. In addition, the outside consultant option may lack knowledge of California Assessors' operations and technologies. However, Kan plans to transition to independent consultancy. If the Authority will consider hiring Kan as the independent consultant leveraging his proven capability and continuity, this may be the best option.

Recommendation:

I recommend Option 3 based on the possibility of retaining Kan's service as the independent consultant for the role.

Sincerely,

Peter Aldana
Riverside County Assessor-County Clerk-Recorder