



# COUNTY OF HUMBOLDT

For the meeting of: 10/5/2021

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File #: 21-1384

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**To:** Board of Supervisors

**From:** Supervisor Michelle Bushnell

**Agenda Section:** Initiated by Board Member

**SUBJECT:**

Update on Payroll Services Transition from Human Resources to the Auditor Controller's Office  
(Supervisor Michelle Bushnell)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Hear an update from Human Resources Director Linda Le and Auditor Controller Karen Paz Dominguez on the transition of payroll services from the Human Resources Department to the Auditor Controller's Office.

**SOURCE OF FUNDING:**

N/A

**DISCUSSION:**

On Aug. 24, 2021, the Board of Supervisors voted to authorize operational realignment of payroll operations from the Human Resources Department to the Office of the Auditor Controller effective Sept. 5, 2021.

In addition to authorizing the realignment of payroll services, the Board also added the requirement of a joint bi-weekly report from the Human Resources Department and the Auditor Controller's Department detailing impacts on departmental operations on both departments resulting from the realignment of payroll functions, with a work plan for the payroll realignment integrated into the report.

The Board will be receiving an update from Human Resources Director Linda Le and Auditor Controller Karen Paz Dominguez on the realignment/transition of payroll services from the Human Resources Department to the Auditor Controller's Office.

**FINANCIAL IMPACT:**

N/A

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STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by managing our resources to ensure sustainability of services.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion

ATTACHMENTS:

- A. Bi-weekly Report: Payroll Function Placement

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A