



# COUNTY OF HUMBOLDT

For the meeting of: 8/20/2019

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File #: 19-1135

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**To:** Board of Supervisors

**From:** Planning and Building Department

**Agenda Section:** Consent

**SUBJECT:**

Temporary Employment of Retired Annuitant as Information Systems Analyst in the Planning & Building Department

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the employment of William Evans as a temporary retired annuitant Department Information Systems Analyst with the Planning & Building Department (Class 0762, Range 418, Step E); and
2. Adopt the attached resolution for an exception to the 180-day wait period.

**SOURCE OF FUNDING:**

Current Planning budget 1100277

**DISCUSSION:**

The Planning and Building Department has gone from having three positions filling the Information Systems needs of the department to a single person due the recent loss of two employees. The person filling the single remaining position is retiring, and there is a need for continuity and training. For this reason, the department is requesting that the retiring person be brought back as a retired annuitant within the normal 180-day waiting period.

William Evans, Department Information Systems Analyst, retires from county employment on September 7, 2019 with eleven years of experience working with the Planning & Building Department. Most recently, he has been responsible for oversight of the transition of the permit and code enforcement activities of the Planning & Building Department to the Accela software system. This work has included ongoing coordination with the software vendor to provide the enhancements needed by the department to be fully functional. This work has also included consultation with other departments and agencies accessing Accela to respond to department-generated referrals and activation of the customer portal which allows customers to view project status information and department activity. This work is not yet complete and is very much in progress. The retirement of Mr. Evans would result in a loss of continuity.

Mr. Evans gave notice of his intent to retire effective September 7, 2019, and the department has initiated a recruitment process. Due to delays in the recruitment process following the resignation of a Limited Duration Departmental Information Systems Analyst, there will not be sufficient time to train a new hire regarding the department's critical system prior to Mr. Evans' retirement. With the volume of oversight for which the Department Information Systems Analyst is responsible, the department anticipates that there will be a significant need for Mr. Evans to provide continuity in training the new hire on both the current Accela system as well as county information technology processes and procedures.

William Evans has offered his availability to provide temporary part-time employment beginning September 8, 2019 and the department would like to appoint him as a retired annuitant on a part-time basis as a Department Information Systems Analyst, not to exceed 960 hours in the 2019-20 fiscal year. The appointment of Mr. Evans will provide department-wide support while new staff is trained and oriented, and will ensure continuity of services.

Therefore, the Planning & Building Department is requesting approval to hire William Evans as a temporary retired annuitant Department Information Systems Analyst and that the Board of Supervisors resolve that Mr. Evans' employment as a temporary retired annuitant is needed before the expiration of the CalPERS 180-day wait period as required by California Government Code section 7522.56(f)(1). The attached resolution is needed to comply with CalPERS requirements for an exception to the 180-day wait period for post-retirement employment.

FINANCIAL IMPACT:

William Evans will be hired into an existing job class at his current wage. He will not work more than 20 hours per week, for a total of not more than 960 hours for the fiscal year. The approximate cost per month is \$3,004.80, for a total of \$30,048 for 10 months. It is anticipated that Mr. Evans will begin September 8, 2019 and continue through the 2019-20 fiscal year. There will be no impact to the Planning & Building Department budget, as Mr. Evans' full-time salary and benefits have already been budgeted for the 2019-20 fiscal year. There will also be salary savings in budget unit 277 due to two Information Systems Analyst vacancies, one full-time and one part-time, creating a salary savings of \$9,195.36 per month until they are filled.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by investing in county employees, providing community-appropriate levels of service and ensuring sustainability of services.

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose to decline staff's recommendation. This is not recommended as denial will result in the Planning & Building Department experiencing reduced efficiencies and less-than-optimal

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levels of internal and community-based resources.

ATTACHMENTS:

Attachment 1: Resolution for Exception to the 180 day wait period

Attachment 2: Government code sections 7522.56 and 21224

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A