



# COUNTY OF HUMBOLDT

For the meeting of: 5/28/2019

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File #: 19-768

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**To:** Board of Supervisors

**From:** Probation

**Agenda Section:** Consent

**SUBJECT:**

Extension of Extra Help Hours to 1350 for Juvenile Corrections Officer Angelina Torres and Correctional Cook Kili Saveliff (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Authorize the extension of extra help hours for Juvenile Corrections Officer (JCO) Angeline Torres and Correctional Cook Kili Saveliff to 1350 hours through June 30, 2019, per Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

**SOURCE OF FUNDING:**

Probation Budget units 234 (Juvenile Hall) and 254 (Regional Facility)

**DISCUSSION:**

JCO Angelina Torres is an extra help employee and has worked extensively in the Juvenile Hall and Regional Facility providing replacement coverage for regular staff. Replacement coverage is necessary for regular staff off work due to mandated training, vacation, sick leave, disability, and different types of approved leave as well as vacancies. Availability of existing extra help causes fluctuation in individual officers' hours; the less available a person becomes the more hours another person is asked to work to fill shifts. Use of extra help officers is necessary to meet minimum juvenile facility staffing levels as mandated by Section 1321, Title 15 California Code of Regulations. The above officer will exceed her 960 hour limit for extra help; she is experienced and well trained in routine facility operations, and as such, a request is being made to authorize an extension of her extra help hours. The department continuously accepts applications and conducts background investigations to expand the number of extra help officers. The goal is to hire and keep enough extra help staff to keep all officers at or below 960 hours in each fiscal year.

Kili Saveliff, extra help Correctional Cook, has worked many hours due to the approved leave of regular staff. Kili is experienced and well trained in the food services program. Kili will exceed 960 hours of extra help this fiscal year.

FINANCIAL IMPACT:

The total additional 780 hours for Angelina and Kili would be a maximum cost of approximately \$12,300 assuming all extended hours are worked. Depending upon the total number of hours worked there are possible health and dental insurance costs totaling \$3,417. Sufficient funds exist within budget unit 1100-234 Juvenile Hall and 1100-254 Regional Facility to cover the expense.

All extra help employees working beyond 960 hours are subject to paying into the California Public Employees Retirement System (PERS). The additional costs for PERS has been included in the above mentioned estimated salary costs.

Beginning January 2015, the Affordable Care Act required large employers with fifty or more fulltime employees to offer health coverage to all fulltime employees. A fulltime employee is defined as a person who is employed an average of thirty or more hours per week. The Department is aware of these 2015 federal provisions that impact extra help employment and is aware that the County's standard measurement period of employee hours will occur over the course of a fifty-two (52) week period. There is no additional financial impact for health coverage in the current fiscal year.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by protecting vulnerable populations and enforcing laws and regulations to protect residents.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may not approve the extension of hours which will result in increased use of mandatory overtime for regular staff and possibly Deputy Probation Officers resulting in costs exceeding those accrued by extra help employees.

ATTACHMENTS:

None

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A