COUNTY OF HUMBOLDT

For the meeting of: February 2, 2016

Date: January 19, 2016

To: Board of Supervisors

From: Connie Beck, Interim Director
Department of Health and Human Services

Subject: Authorize Temporary Increase in pay for Michele Harrison, Physical Therapist pursuant to Pursuant to Article 12.4.1 of the Humboldt County Memorandum of Understanding (MOU)

RECOMMENDATION(S):

That the Board of Supervisors:

1. It is recommended that the Board of Supervisors authorize temporary increase in pay for Physical Therapist, Michele Harrison, (Class 0534, Range 486) as though promoted to Supervising Therapist (Class 0940, Range 493) beginning January 17, 2016 and continuing until the position is filled. Pursuant to Article 12.4.1 of the Humboldt County Memorandum of Understanding (MOU); effective immediately upon the Board of Supervisors approval.

SOURCE OF FUNDING:

Public Health Fund

DISCUSSION:

The supervisor assigned to the Medical Therapy Unit retired December 19, 2015. On December 20, 2015 Ms. Harrison assumed the principle duties of the vacated Supervising Therapist in accordance with Section 12.4.1 of the MOU for a total of 20 consecutive days; which ended January 16, 2016. The Department of

Prepared by	Yvonne Winter, Deputy Director – ES		CAO Approval		
REVIEW:					
Auditor	County Counsel	Personnel		Risk Manager	Other

TYPE OF ITEM:
   X   Consent
         Departmental
         Public Hearing
         Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor Sundberg Seconded by Supervisor Bass
Ayes Sundberg, Fennell, Lovelace, Bohn, Bass
Nays
Abstain
Absent

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: Feb. 2, 2016
By: _____
Kathy Hayes, Clerk of the Board

Health and Human Services is requesting that the Board of Supervisors approve continuance of the acting supervisor salary until the position is filled.

This re-assignment will enable the Medical Therapy Unit to run effectively during the recruitment process for a new Supervising Therapist.

FINANCIAL IMPACT:
The estimated cost of additional compensation, from Class 0534 Range 486 to Class 0940 Range 493, for the period of January 17, 2016 to June 30, 2016 is $3,503. These costs will be covered with salary savings from the vacant position of Supervising Therapist in Fund 1175, Budget Unit 460 Public Health Personnel in fiscal year 2015-16. There will be no impact to the General Fund.

Approving this recommendation will support the Board's Strategic Framework by providing and maintaining infrastructure and by creating opportunities for improved safety and health.

OTHER AGENCY INVOLVEMENT:
None

ALTERNATIVES TO STAFF RECOMMENDATIONS:
None are recommended

ATTACHMENTS:
Assignment of Supervisor Duties 12.4.1

Humboldt County
Department of
Health & Human
Services
People helping people
live better lives

Administration
Phillip R. Crandall, DHHS Director
507 F Street, Eureka, CA 95501
phone: (707) 441-5400 | fax: (707) 441-5412

Date: December 8, 2015

To: Michele Harrison, Physical Therapist

From: Susan Buckley, Public Health Branch Director

RE: Assignment of Supervisor's Duties

In accordance with Section 12.4.1 of the MOU, I am assigning you the principal duties of a Supervising Therapist as the position is vacant. This assignment is effective December 20, 2015 and ending January 16, 2016; a period of 20 work days.

During this time, you will be compensated at the rate you would receive were you promoted to the Supervising Therapist class. Should a replacement for this position continue beyond 20 consecutive workdays, a request will be made to the Board of Supervisors to extend your additional compensation until the position is filled.

I appreciate your willingness to assume this role and encourage you to contact me should you have any questions or concerns throughout this assignment.

_____
Susan Buckley, Public Health Branch Director

_____
Dan Fulks, Human Resources Director

Mental Health
phone: (707) 268-2990
fax: (707) 476-4049

Public Health
phone: (707) 268-2121
fax: (707) 268-2126

Social Services
phone: (707) 476-4700
fax: (707) 441-2096