



COUNTY OF HUMBOLDT

For the meeting of: 1/14/2020

File #: 20-7

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

SUBJECT:

Adoption of Resolution Approving Delegation of Authority to a Severance Committee to Approve Agreements with Employees in Designated Situations

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the proposed resolution delegating authority to a severance committee composed of the Human Resources Director, Risk Manager, County Administrative Officer and County Counsel to offer up to 8 weeks of salary to employees in exchange for severance agreements in designated situations.

SOURCE OF FUNDING:

Departmental Budget of Separating Employee

DISCUSSION:

The Board of Supervisors first delegated authority for the Risk Manager to settle or compromise claims against the county in 1983. In April of 2019 your Board delegated authority to allow, settle, or compromise claims or any pending action against the county for an amount not to exceed \$30,000 (Resolution No. 19-30). The resolution before your Board is a separate delegation of authority to enter into severance agreements with employees for situations that do not fall within current settlement authority.

The proposed resolution establishes a severance committee composed of the Human Resources Director, Risk Manager, County Administrative Officer and County Counsel. This committee would be delegated authority to offer severance agreements with up to a maximum severance of 8 weeks of pay. A severance agreement would be authorized when deemed prudent by the committee to avoid potential legal exposure and would require the employee to release and waive any potential claims against the county. This delegation of authority would not apply to any action regarding a department head or any severance agreement that would exceed \$20,000. Matters of that scope would continue to come to your Board, while matters below that threshold would be handled by the committee. The committee would be authorized to develop administrative procedures consistent with your Board's delegation and stated

limitations.

FINANCIAL IMPACT:

The financial impact would be dependent upon how often situations within the severance committee's authority arise. However, the committee's authority under this resolution would be \$20,000 per agreement. Severance agreements are intended to offset potential legal expenses.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing community-appropriate levels of service Click here to type another item(s) from the Strategic Framework, or leave as a period.

OTHER AGENCY INVOLVEMENT:

County Administrative Office, County Counsel, and Risk Management

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve the resolution and these type of severance agreements would come to the board for direct approval.

ATTACHMENTS:

1. Resolution Adopting Severance Authority

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-14

Meeting of: April 16, 2019

File No.: 19-502