



COUNTY OF HUMBOLDT

For the meeting of: 2/25/2020

File #: 20-190

To: Board of Supervisors

From: County Administrative Office - Information Technology Division

Agenda Section: Consent

SUBJECT:

Extension of Extra Help Past the 960 Hour Limit (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the extension of extra help employment hours past the 960 hour limit for the following individuals (4/5 vote required):
 - a. Omar Padilla, IT Security Analyst I to a maximum of 1,920 hours through June 30, 2020;
 - b. Candace Moore, IT Systems Administrator to a maximum of 1,920 hours through June 30, 2020.

SOURCE OF FUNDING:

Information Technology Fund (3550)

DISCUSSION:

As of January 24, 2020, Omar Padilla has worked a total of 921 hours as an extra-help IT Security Analyst. Mr Padilla supports the IT Security Team with vital security updates and monitoring of the county's technology infrastructure. The extension of the extra-help hours is necessary to provide complex technical support to the Security Team for the remainder of the fiscal year.

Candace Moore has worked a total of 819 hours as an extra-help IT Systems Administrator. Ms Moore supports the IT Division by providing technical support to county employees and maintaining system backups. The extension of the extra-help hours is necessary to provide essential customer service and maintenance of systems during the remainder of the fiscal year.

FINANCIAL IMPACT:

Estimated salary and benefit cost for the requested extension of extra-help is \$63,189 for fund 3550 budget unit 118. Due to salary savings from vacant positions there are sufficient funds budgeted in Information Technology to cover the additional cost of these hours. There is no impact to the General Fund.

All extra-help employees working beyond nine hundred and sixty (960) hours are subject to paying into the California Public Employee Retirement System (PERS). The additional costs for PERS have been included in the above-mentioned estimated salary cost.

Beginning January 2015, The Affordable Care Act requires large employers with fifty (50) or more full-time employees to offer health coverage to all full-time employees. A full-time employee is defined as a person who is employed for an average of thirty (30) or more hours per week. The Information Technology Division is aware of these 2015 federal provisions that impact extra-help employment and is also aware of the county standard measurement period of employee hours will occur over the course of a fifty-two (52) week period. These employees will not fall under the guidelines of the requirement to provide health insurance.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing for and maintaining infrastructure .

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny this request for additional extra-help hours; however, this is not recommended due to the workload of the division.

ATTACHMENTS:

None

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A