



COUNTY OF HUMBOLDT

AGENDA ITEM NO. **C13**

For the meeting of: March 20, 2018

Date: March 6, 2018
To: Board of Supervisors
From: Connie Beck, Director *MS for Connie Beck*
Department of Health and Human Services
Subject: Extension of Extra Help Hours Past the 960 Hour Limit *(4/5 VOTE REQUIRED)*

RECOMMENDATION(S):

That the Board of Supervisors approves the extension of extra help hours for Margaret Hanson, Office Assistant to 1920 hours through June 30, 2018. *(4/5 VOTE REQUIRED)*

SOURCE OF FUNDING:

Public Health Funds

DISCUSSION:

Office Assistant Margaret Hanson currently supports the Division of Environmental Health (DEH) within the Public Health Branch filling the duties of a currently vacant position. This extra help position has been beneficial in serving DEH customers, completing special projects, allowing co-workers to focus on commercial cannabis application processing.

FINANCIAL IMPACT:

The cost of the increase of extra help hours for Margaret Hanson is \$14,470 in Fund 1175, Budget Unit 406 Consumer Protection Program. This cost is offset by salary savings from a vacant position which is currently working on being filled.

Prepared by DJ Wieman, Administrative Analyst *(Signature)* CAO Approval *(Signature)*
REVIEW: Auditor W. B. W. County Counsel _____ Human Resources W. B. Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

PREVIOUS ACTION/REFERRAL:
Board Order No. _____
Meeting of: _____

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

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

Dated: 3/20/18
By: *(Signature)*
Kathy Hayes, Clerk of the Board

All extra help employees working beyond 960 hours are subject into paying into the California Public Employee Retirement System (PERS). The additional costs for PERS has been included in the above mentioned estimated salary costs. The department is aware that in accordance with the Affordable Care Act (ACA) extra help employees who have been identified as a full time employee under the ACA guidelines will be given the opportunity to enroll in the county's health insurance. Those employees will be identified by using the standard measurement period and associated stability period annual cycle set forth by those guidelines. Approval of this increase will have no impact on the County General Fund.

Approving the extension of extra help hours supports the Board's Strategic Framework by providing community-appropriate levels of services and creating opportunities for improved safety and health.

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose not to extend hours; however, this is not recommended due to staffing levels and the workload.

ATTACHMENTS:

None.