



# COUNTY OF HUMBOLDT

For the meeting of: 3/17/2026

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File #: 26-153

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**To:** Board of Supervisors

**From:** Sheriff

**Agenda Section:** Consent

**Vote Requirement:** 4/5th

**SUBJECT:**

Extension of Extra-Help Hours for 2 Employees of the Humboldt County Sheriff's Office (HCSO) (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve an extension of the 960 extra-help hour limitation for Stephen Falkenstrom, Extra Help Deputy II, (Budget Unit 1100-221600) of an additional 735 hours, for a maximum of 1,695 hours for fiscal year (FY) 2025-26, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 Vote Required); and
2. Approve an extension of the 960 extra-help hour limitation for Alice Rosendahl, Extra-Help Administrative Secretary (Budget Unit 1100-221100) of an additional 477 hours, for a maximum of 1,437 hours for FY 2025-26, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 Vote Required).

**STRATEGIC PLAN:**

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

**DISCUSSION:**

HCSO, per an agreement with the Superior Court of California, County of Humboldt, provides in-court security for judicial officers, courtroom staff, and all those who attend the court. Due to staff shortages caused by national recruitment issues, Extra Help Deputies are necessary to maintain the staffing level per the agreement. Considering the current staffing situation, staff recommends waiving the 960-hour maximum limit of extra help hours for Stephen Falkenstrom and allowing for an additional 735 hours for a maximum of 1,695 hours this fiscal year.

The Sheriff's Business Office has experienced short staffing this fiscal year jeopardizing HCSO's ability to keep up with contracting, accounts payable, receivables, time and attendance processing, personnel actions processing, training requests and various accounting tasks. The use of extra-help has been crucial to keep these functions moving forward. Extra-help Administrative Secretary Alice Rosendahl has been assisting with various tasks related to the administration of the business office. Considering the current staffing situation, staff recommends waiving the 960-hour maximum limit of extra help hours for Alice Rosendahl and allowing for an additional 477 hours for a maximum of 1,437 hours this fiscal year.

**SOURCE OF FUNDING:**

Trial Court Security (1100221600)

General Fund (1100221100)

**FINANCIAL IMPACT:**

<b>Expenditures (1100221600, 221100)</b>	<b>FY25-26</b>
<b>Budgeted Expenses</b>	<u>\$55,295</u>
<b>Additional Appropriation Requested</b>	<u>\$0</u>
<b>Total Expenditures</b>	<u>\$55,295</u>

*\*Projected amounts are estimates and are subject to change.*

<b>Funding Sources (1100221600, 221100)</b>	<b>FY25-26</b>
<b>General Fund</b>	<u>\$55,295</u>
<b>Total Funding Sources</b>	<u>\$55,295</u>

*\*Projected amounts are estimates and are subject to change.*

**Narrative Explanation of Financial Impact:**

It is estimated that Stephen Falkenstrom’s additional 735 hours will cost \$39,090. The Court Security budget includes extra-help staffing. There are sufficient budgeted appropriations to cover the cost of the extra-help hours.

It is estimated that Alice Rosendahl’s additional 477 hours will cost \$16,205. Due to the vacancies in the Business Office there are sufficient salary savings to cover the cost of the extra-help hours.

All extra-help employees working beyond 1000 hours are subject to paying into the California Public Employees Retirement System (PERS). The additional costs for PERS have been included in the above-mentioned estimated salary costs. Beginning in January 2015, the Affordable Care Act required large employers with fifty or more full-time employees to offer all full-time employees health coverage. A full-time employee is defined as a person who has been employed an average of thirty or more hours per week. The Department is aware of these 2015 federal provisions that impact extra help employment. The County’s standard measurement period of employee hours will occur throughout a fifty-two (52) week period. For those extra-help employees eligible for health insurance, the cost of that insurance has been included in the above-mentioned estimated salary costs.

**STAFFING IMPACT:**

**Narrative Explanation of Staffing Impact:**

There is a positive impact to permanent staffing by having extra-help staff assist with the workload or cover mandated shifts due to short-staffing issues. Without the use of extra-help, existing staff would be required to work overtime which creates stress in the work environment and reduces morale.

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could deny the request for a waiver for the extra-help hours; however, this is not recommended as it would reduce the level of service provided by the Sheriff’s Office for the benefit of the community. It would also create additional stress to existing staff who would be required to work overtime to keep up with the mandated shift coverage requirements and/or workload.

**ATTACHMENTS:**

N/A

**PREVIOUS ACTION/REFERRAL:**

Meeting of: N/A

File No.: N/A