



COUNTY OF HUMBOLDT

AGENDA ITEM NO.  
**C-17**

For the meeting of: January 19, 2016

Date: December 31, 2015  
To: HUMBOLDT COUNTY BOARD OF SUPERVISORS  
From: WILLIAM DAMIANO, CHIEF PROBATION OFFICER  
Subject: Extension of Extra Help Hours to 1530 for Juvenile Corrections Officers Molly Turner and Alicia Garrison.

RECOMMENDATION(S):

That the Board of Supervisors approve the extension of extra help hours for Juvenile Corrections Officers Molly Turner and Alicia Garrison to 1530 hours through June 30, 2016, per Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

SOURCE OF FUNDING:

Juvenile Probation & Camp Funding, Youthful Offender Block Grant, Prop 172, and General Fund

DISCUSSION:

The above extra help Juvenile Corrections Officers have worked extensively in the Juvenile Hall and Regional Facility providing replacement coverage for regular staff off work due to mandated training, vacation, sick leave, and disability as well as past and current vacancies. Availability of existing extra help causes fluctuation in individual officer's hours; the less available a person becomes the more hours another person is asked to work to fill shifts. Use of extra help officers is necessary in order to meet minimum juvenile facility staffing levels as mandated by Section 1321, Title 15 California Code of Regulations. The above officers will

Prepared by Tim Toste (Signature) CAO Approval [Signature]  
REVIEW: Auditor \_\_\_\_\_ County Counsel \_\_\_\_\_ Personnel [Signature] Risk Manager \_\_\_\_\_ Other \_\_\_\_\_

TYPE OF ITEM:  
 Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

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

PREVIOUS ACTION/REFERRAL:

Board Order No. C-13  
Meeting of: January 4, 2011

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

Dated: Jan 19, 2016  
By: [Signature]  
Kathy Hayes, Clerk of the Board

soon reach their 960 hour limit for extra help; they are experienced and well trained in routine facility operations, and as such, a request is being made to authorize an extension of their extra help hours. The department continuously accepts applications and conducts background investigations to expand the number of extra help officers. The goal is to hire and keep enough extra help staff to keep all officers at or below 960 hours in the future.

FINANCIAL IMPACT:

The additional 1140 hours for the officers would be a maximum cost of approximately \$15,600 assuming all extended hours are worked. Sufficient funds exist within budget unit 1100-234 Juvenile Hall and 1100-254 Regional Facility to cover the expense.

All extra help employees working beyond 960 hours are subject to paying into the California Public Employees Retirement System (PERS). The additional costs for PERS has been included in the above mentioned estimated salary costs.

Beginning January 2015 the Affordable Care Act required large employers with fifty or more fulltime employees to offer health coverage to all fulltime employees. A fulltime employee is defined as a person who is employed an average of thirty or more hours per week. The Department is aware of these 2015 federal provisions that impact extra help employment and is aware that the County's standard measurement period of employee hours will occur over the course of a fifty-two (52) week period. There is no addition financial impact for health coverage in the current fiscal year.

OTHER AGENCY INVOLVEMENT: County Departments: Human Resources, Auditor's Office, and Payroll

ALTERNATIVES TO STAFF RECOMMENDATIONS:

To not approve the extension of hours. This will result in increased use of mandatory overtime for regular staff and possibly Deputy Probation Officers resulting in costs in excess of those accrued by these extra help employees.

ATTACHMENTS: N/A