



COUNTY OF HUMBOLDT

For the meeting of: 6/18/2019

File #: 19-890

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

SUBJECT:

Extension of Extra-Help Hours - Roads- Administration 1200 320 (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Extend Kelsey Tippett extra-help employment hours to a maximum of 1160 hours for Fiscal Year 2018-2019 pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

SOURCE OF FUNDING:

Roads Administration 1200320

DISCUSSION:

Kelsey Tippett has been working as an extra-help employee during the current fiscal year. To date, Ms. Tippett has worked a total of 924 hours as a Fiscal Assistant I. Public Works Roads Administration 1200320, is requesting an extension of hours to the total of 1160 for the remainder of Fiscal Year 2018-19. Ms. Tippett is needed urgently to help meet a Hazard Pay reimbursement deadline.

FINANCIAL IMPACT:

Estimated maximum salary and benefit cost for the requested extension of extra-help for Public Works Roads Administration (1200320) is \$2,906. There are sufficient funds in Roads Administration to cover the additional cost.

All extra help employees working beyond the 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 (ACA) required large employers with 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 30 or more hours per week. The Public Works Department 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 52-week period. These employees will not fall under the

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guidelines of the requirement to provide health insurance.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing community-appropriate levels of service and to ensure sustainability of those services, and investing in county employees.

OTHER AGENCY INVOLVEMENT:

Human Resources, Auditor, Payroll

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny this request for additional extra-help hours however, this is not recommended due to the urgent need to process Hazard Pay reimbursements for county employees

ATTACHMENTS:

None

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A