



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-25

For the meeting of: June 6, 2017

Date: May 22, 2017
To: Board of Supervisors
From: William F. Honsal, Sheriff
Subject: Waiver of Extra-help Hours for Edith Hokman, Property Technician

RECOMMENDATION(S):

That the Board of Supervisors:

Approve a waiver of the 960 extra-help hour limitation for Edith Hokman, Property Technician in the Sheriffs Operations budget unit 1100-221, and an extension of 200 hours to a maximum of 1160 hours for FY 2016-17, pursuant to Section 7 of Humboldt County Salary Resolution (4/5 vote required).

SOURCE OF FUNDING:

Sheriff's Operations Budget Unit 1100-221

Prepared by Norma S. Lorenzo, Deputy Director Sheriff Admin

CAO Approval

REVIEW: Auditor County Counsel Human Resources Other

TYPE OF ITEM: X Consent, Departmental, Public Hearing, Other

PREVIOUS ACTION/REFERRAL:

Board Order No.

Meeting of:

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor Fennell
Seconded by Supervisor Wilson

Ayes Fennell, Sundberg, Bohn, Wilson
Nays
Abstain
Absent Bass

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

Dated: June 6, 2017

By: Kathy Hayes, Clerk of the Board

DISCUSSION:

Edith Hokman has been working as a part-time extra help Property Technician in Sheriff's Operations Main Station, since November 1999. In the past, Ms. Hokman has worked a maximum of 20 hours per week as backup for the full-time Property Technicians. One of the Sheriff's Office regular Property Technicians has been on unpaid medical leave since December 2016 and Edith Hokman has been required to work additional hours, for a total of 893 hours so far this fiscal year. Due to continued staff shortages it is anticipated she will exceed the maximum 960 extra help hours.

Therefore, staff recommends a waiver of the 960-hour maximum limit of extra help hours for Edith Hokman and an extension of 200 hours, for a maximum of 1160 hours for the remainder of FY 2016-17.

FINANCIAL IMPACT:

The proposed increase in extra-help hours is attributable to budget unit 221 Sheriff's Operations, and is covered by discretionary funds in Category 2 Services and Supplies budget. Estimated additional costs are \$5,187 and includes:

Description	Hours Budgeted	Amount Budgeted	Additional Hours	Amount Added	Total Combined Costs
Extra-help Employee	960	\$17,361	200	\$3,617	\$20,978
Fringe & Taxes	960	\$2,083	200	\$ 288	\$2,371
Health Insurance	960	0	200	\$ 487	\$ 487
PERS Retirement	960	0	200	\$ 795	\$ 795
TOTAL		\$19,444		\$5,187	\$24,631

All extra help employees working beyond 960 hours are subject to California Public Retirement System (CalPERS). The additional costs for the County's CalPERS contribution for Edith Hokman is included in the table above. Beginning January 2015, the Affordable Care Act requires large employers to offer health insurance to all employees working a minimum of 30 hours per week. The financial impact for health insurance coverage for Edith Hokman is also included in the table above.

Extension of the extra-help hours meets the Board's Framework Plan by providing the community appropriate levels of service and managing resources to ensure sustainability of those services.

OTHER AGENCY INVOLVEMENT: None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny this request for additional extra-help hours for Edith Hokman, however, this is not recommended as it would leave the Sheriff's Operations severely under-staffed and jeopardize completion of the required work program for this fiscal year.

ATTACHMENTS: None