



COUNTY OF HUMBOLDT

For the meeting of: 1/31/2023

File #: 23-131

To: Board of Supervisors

From: County Administrative Office

Agenda Section: Departmental

Vote Requirement: 4/5th

SUBJECT:

Temporary Employment of Retired Annuitant as Purchasing Coordinator with the County Administrative Office - Purchasing Division (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the employment of Jeff Glavich as a temporary retired annuitant Purchasing Coordinator with the County Administrative Office - Purchasing Division (Purchasing) (class 0221, salary range 440, step E) (4/5 vote required); and
2. Adopt the attached Resolution for an exception to the 180-day wait period for post-retirement employment.

SOURCE OF FUNDING:

Purchasing Internal Service Fund (3555)

DISCUSSION:

Jeff Glavich, Purchasing Coordinator, retires from county employment on Feb. 1, 2023 with 8 years of experience working for the County Administrative Office - Purchasing Team. Mr. Glavich coordinates the Purchasing Division, which is comprised of four employees, and is responsible for county-wide purchasing functions including administration of the Purchasing Division, Cal-Card administration, county travel program, receiving and delivery of goods, purchase requests, vendor set up and monitoring, purchase order creation and maintenance, bid and request for proposals creation and response, and other tasks critical to the county. Short staffing within the Purchasing Team has created a situation where the loss of another team member would prevent services from being delivered, and Mr. Glavich's experience and expertise would help meet service demand. Mr. Glavich has agreed to stay on in an extra help capacity to assist during the transitional period. This will provide uninterrupted operation of critical programs and services within the Purchasing Division and ensure on going engagement with staff and vendors, serving to provide continuous support to both.

The requested approval of Mr. Glavich as a temporary retired annuitant Purchasing Coordinator to fill a critically needed position requires that the Board of Supervisors resolve that Jeff Glavich's employment is needed and authorize an exception to the California Public Employees Retirement System 180-day wait period (California Government Code Section 7522.56(f)(1)). Adoption of the attached resolution will satisfy the requirements for an exception to the 180-day wait period for post-retirement employment.

FINANCIAL IMPACT:

The employment of Mr. Glavich as a temporary retired annuitant Purchasing Coordinator (class 0221, salary range 440, step E) is projected to cost \$33,369.60 for a 960-hour assignment for the remainder of Fiscal Year 2022-23. Salary expenditure related to this Purchasing Coordinator will be accommodated through salary savings due to the vacant position and delay in recruitment for the new position in the adopted budget for FY 2022-23, Purchasing Division (3555-115). This expenditure is funded by charges for services to county departments.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by investing in county employees and providing community-appropriate levels of service.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose not to approve, however this is not recommended as denial would result in the County Administrative Office - Purchasing Division being unable to manage county-wide purchasing functions.

ATTACHMENTS:

1. Resolution for the Exception to the 180-day wait period
2. Government Code Sections 7522.56 and 21224

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A