



COUNTY OF HUMBOLDT

For the meeting of: 5/19/2020

File #: 20-490

To: Board of Supervisors

From: Public Works

Agenda Section: Departmental

SUBJECT:

Resolution for the Temporary Employment of Retired Annuitant as Senior Fiscal Assistant with the Humboldt County Department of Public Works

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the attached resolution authorizing an exception to the one hundred eighty (180) day wait period of the California Public Employees Retirement System for the employment of Sara Luann Reid as a temporary retired annuitant Senior Fiscal Assistant with the Humboldt County Department of Public Works (Class 0124, Range 352, Step E) to fill a critically needed position.

SOURCE OF FUNDING:

Public Works Roads Administration (1200)

DISCUSSION:

On May 29, 2020, Sara Luann Reid will retire from her position as Senior Fiscal Assistant with the Humboldt County Department of Public Works ("Public Works"), after over thirteen (13) years of service. With the volume of oversight for which the Senior Fiscal Assistant position is responsible, Public Works anticipates that there will be a significant need for Ms. Reid to provide continuity in training new hires and current staff on California Department of Transportation billing, Public Works' Cost Accounting Management System, as well as county processes and procedures for accounting and payroll.

Ms. Reid offered her availability to provide temporary employment, and Public Works requests to appoint her as a retired annuitant not to exceed nine hundred sixty (960) hours in the current or next fiscal year. The appointment of Ms. Reid will provide department-wide support while new and current staff is trained and will ensure continuity of services.

Public Works certifies that the appointment of Ms. Reid before the California Public Employees Retirement System ("CalPERS") one hundred eighty (180) day wait period has expired is necessary to ensure that critically needed functions of the department continue, and to provide sufficient service

levels until such time as the position can be adequately filled and training provided. Ms. Reid is uniquely qualified to temporarily fill this vacancy without training or orientation.

Accordingly, Public Works recommends that the Board of Supervisors adopt the attached resolution authorizing an exception to the CalPERS one hundred eighty (180) day wait period as required by California Government Code Section 7522.56(f)(1).

FINANCIAL IMPACT:

Ms. Reid will be hired into an existing job class with a designated wage assignment equal to other county employees performing comparable duties. It is anticipated that Ms. Reid will begin June 1, 2020, and continue into the 2020-21 fiscal year. Ms. Reid will not work more than nine hundred sixty (960) hours for the current or next fiscal year. The approximate cost per month is Three Thousand Eight Hundred Seventy Dollars (\$3,870), for a total of Fifteen Thousand Four Hundred Eighty Dollars (\$15,480) for four (4) months. Ms. Reid's full-time salary and benefits have been included in the proposed fiscal year 2020-2021 budget for Public Works Roads Administration budget unit 1200-320.

STRATEGIC FRAMEWORK:

The recommended action supports the Board of Supervisors' Strategic Framework by investing in county employees and ensuring sustainability of services.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose to adopt the attached resolution authorizing an exception to the CalPERS one hundred eighty (180) day wait period as required by California Government Code Section 7522.56(f) (1). However, this alternative is not recommended as denial will result in Public Works experiencing reduced efficiencies and less-than-optimal levels of internal resources.

ATTACHMENTS:

1. Resolution for Exception to the CalPERS One Hundred Eighty (180) Day Wait Period

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A