



COUNTY OF HUMBOLDT

For the meeting of: 10/22/2019

File #: 19-1502

To: Board of Supervisors

From: Planning and Building Department

Agenda Section: Departmental

SUBJECT:

Temporary Employment of Retired Annuitant as Information Systems Analyst in the Planning & Building Department

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the attached resolution for an exemption to the 180-day wait period of the California Public Employees Retirement System (CalPERS) for the employment of William Evans as a temporary retired annuitant Department Information Systems Analyst with the Planning & Building Department (Class 0762, Range 418, Step E) to fill a critically needed position.

SOURCE OF FUNDING:

General Fund

DISCUSSION:

This item was approved by your Board on August 20, 2019, as a consent item requesting Temporary Employment of Retired Annuitant as Information Systems Analyst in the Planning & Building Department for Mr. Evans. Per Government code section 7522.56(1) The employer certifies the nature of the employment and that the appointment is necessary to fill a critically needed position before 180 days have passed and the appointment has been approved by the governing body of the employer in a public meeting. The appointment may not be placed on a consent calendar. This item is before your Board to appropriately authorize employment of Mr. Evans as a retired annuitant.

The Planning and Building Department has gone from having three positions filling the Information Systems needs of the department to a single person due the recent loss of two employees. The person filling the single remaining position has retired, and there is a need for continuity and training. For this reason, the department is requesting that the retired person be brought back as a retired annuitant within the normal 180-day waiting period.

William Evans, Department Information Systems Analyst, retired from county employment on September 7, 2019, with eleven years of experience working with the Planning & Building

Department. Most recently, he has been responsible for oversight of the transition of the permit and code enforcement activities of the Planning & Building Department to the Accela software system. This work has included ongoing coordination with the software vendor to provide the enhancements needed by the department to be fully functional. This work has also included consultation with other departments and agencies accessing Accela to respond to department-generated referrals and activation of the customer portal which allows customers to view project status information and department activity. This work is not yet complete and is very much in progress. The retirement of Mr. Evans would result in a loss of continuity.

Mr. Evans gave notice of his intent to retire effective September 7, 2019, and the department has initiated a recruitment process. Due to delays in the recruitment process following the resignation of a Limited Duration Departmental Information Systems Analyst, there was not be sufficient time to train a new hire regarding the department's critical system prior to Mr. Evans' retirement. With the volume of oversight for which the Department Information Systems Analyst is responsible, the department anticipates that there will be a significant need for Mr. Evans to provide continuity in training the new hire on both the current Accela system as well as county information technology processes and procedures.

William Evans offered his availability to provide temporary part-time employment, and the department requests to appoint him as a retired annuitant on a part-time basis as a Department Information Systems Analyst, not to exceed 960 hours in the 2019-20 fiscal year. The appointment of Mr. Evans will provide department-wide support while new staff is trained and oriented, and will ensure continuity of services.

Therefore, the Planning & Building Department is requesting approval of William Evans as a temporary retired annuitant Department Information Systems Analyst and that the Board of Supervisors resolve that Mr. Evans' employment as a temporary retired annuitant is needed before the expiration of the CalPERS 180-day wait period as required by California Government Code section 7522.56(f)(1).

FINANCIAL IMPACT:

William Evans will be hired into an existing job class at his previous wage. He will not work more than 20 hours per week, for a total of not more than 960 hours for the fiscal year. The approximate cost per month is \$3,004.80, for a total of \$28,546 for 9.5 months. It is anticipated that Mr. Evans will begin October 23, 2019 and continue through the 2019-20 fiscal year. There will be no impact to the Planning & Building Department budget, as Mr. Evans' full-time salary and benefits have already been budgeted for the 2019-20 fiscal year. There will also be salary savings in budget unit 277 due to two Information Systems Analyst vacancies, one full-time and one part-time, creating a salary savings of \$9,195.36 per month until they are filled.

STRATEGIC FRAMEWORK:

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

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose to decline staff's recommendation. This is not recommended as denial will result in the Planning & Building Department experiencing reduced efficiencies and less-than-optimal levels of internal and community-based resources.

ATTACHMENTS:

Attachment 1: Resolution for Exception to the 180 day wait period

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-35

Meeting of: 8/20/19

File No.: 19-1135