



# COUNTY OF HUMBOLDT

For the meeting of: 1/28/2020

File #: 20-56

**To:** Board of Supervisors

**From:** Sheriff

**Agenda Section:** Consent

**SUBJECT:**

Waiver of Extra-Help Hours for Hayley Corral, Animal Shelter and Care Attendant (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve a waiver of the 960 extra-help hour limitation for Hayley Corral, Animal Shelter and Care Attendant and an extension of 960 hours, to a maximum of 1,920 hours for Fiscal Year 2019-20, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

**SOURCE OF FUNDING:**

General Fund

**DISCUSSION:**

The Animal Shelter has experienced staffing issues due to an injured employee. Hayley Corral was hired as an extra help Animal Shelter and Care Attendant on Nov. 19, 2018 to help cover for staffing shortages. She has been working 32 hours per week since the employee was injured in July of 2019, for a total of 838.5 hours this fiscal year. Ms. Corral's role at the Animal Shelter is essential to the daily efficient functions of the facility, and will be continue to be needed while the Animal Shelter has staffing issues. Therefore, staff recommends a waiver of the 960-hour maximum limit of extra-help hours for Hayley Corral and an extension of 960 hours, for a maximum of 1,920 hours this fiscal year.

**FINANCIAL IMPACT:**

The financial impact of the additional 960 hours is estimated to be \$21,259 as follows:

Description	Hours Budgeted	Amount Budgeted	Additional Hours	Amount Added	Total Combined Costs
Wages	960	\$ 13,258	960	\$13,258	\$ 26,51
Fringe & Taxes	960	\$ 1,048	960	\$ 1,048	\$ 2,09
Health Insurance	960	\$ -	960	\$ 3,355	\$ 3,35
PERS Retirement	960	\$ -	960	\$ 3,598	\$ 3,59
<b>TOTAL</b>		<b>\$ 14,306</b>		<b>\$21,259</b>	<b>\$ 35,56</b>

A mid-year review of the Animal Shelter budget unit 1100278 projects annual salary and benefit savings estimated in the amount of \$23,400 due to staffing vacancies. The anticipated savings is enough to cover the increase in hours and benefits for Hayley Corral. In the event that future projections indicate that the salaries and benefits category is going to be over budget, the Sheriff's Office will identify savings in the expense and supplies category to appropriate to salary and benefits. There is no additional General Fund request for the extension of hours for Hayley Corral.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by providing community-appropriate levels of service.

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could deny the request for extra-help for Hayley Corral, however this is not recommended as it would reduce the level of service provided by the Animal Shelter to the community.

**ATTACHMENTS:**

None.

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A