



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-12

For the meeting of: December 15, 2015

Date: December 2, 2015
To: Board of Supervisors
From: Dan Fulks, Director of Human Resources *DF*
Subject: EXTEND THE EMPLOYMENT ELIGIBILITY LIST FOR SENIOR CORRECTIONAL DEPUTY

RECOMMENDATION(S):

That the Board of Supervisors: Approve the extension of the employment eligibility list for Senior Correctional Deputy for three months, to expire on March 16, 2016.

SOURCE OF FUNDING: General Fund, Measure Z

DISCUSSION: The Sheriff has requested that the current employment eligibility list for Senior Correctional Deputy be extended by three months. Humboldt County Merit System Rule IV, 6. states, "the name of a person on an employment list shall be valid for one year unless the eligibility is extended by the Board of Supervisors."

Human Resources is currently conducting a Promotional Only recruitment for Supervising Correctional Deputy. That position will be filled from the ranks of Senior Correctional Deputy, creating a vacancy for the Senior position. The existing employment eligibility list for Senior Correctional Deputy is sufficient to meet the anticipated appointment needs of the Sheriff over that time period. As such, Human Resources is requesting that the Board extend the list by three months, expiring on March 16, 2016.

FINANCIAL IMPACT: There is no immediate financial impact to extending this employment eligibility list. Any financial impact would come as a result of filling vacant positions.

OTHER AGENCY INVOLVEMENT: None

ALTERNATIVES TO STAFF RECOMMENDATIONS: Your Board could choose to not approve the extension of the employment eligibility list. This would require Human Resources to implement the recruitment process to develop a new employment list.

ATTACHMENTS: None

Prepared by: Ron Halverson, Assistant Director of Human Resources

CAO Approval *DF*

REVIEW:

Auditor _____

County Counsel _____

Personnel *DF*

Risk Manager _____

Other _____

TYPE OF ITEM:

☒ Consent
☐ Departmental
☐ Public Hearing
☐ Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor *Lovelace* Seconded by Supervisor *Bass*

Ayes *Sundberg, Lovelace, Fennell, Bohn, Bass*
Nays _____
Abstain _____
Absent _____

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

Dated: *Dec. 15, 2015*

By: *Kathy Hayes*

Kathy Hayes, Clerk of the Board