



COUNTY OF HUMBOLDT

For the meeting of: 1/25/2022

File #: 21-1855

To: Board of Supervisors

From: Probation

Agenda Section: Consent

SUBJECT:

Extension of Extra Help Hours to 1950 for Correctional Cook, Clara Woods (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize the extension of extra help hours for Correctional Cook, Clara Woods, to 1950 hours through June 30, 2022, per Section 7 of the Humboldt County Salary Resolution (4/5 Vote Required).

SOURCE OF FUNDING:

General Fund (1100)

Youthful Offender Block Grant

DISCUSSION:

Clara Woods, extra help Correctional Cook, has worked many hours due to the extended approved leave of the Food Services Supervisor as well as other vacancies in the food service program. The impact created by low staffing has been felt across the county, and the low turnout from recent recruitments has limited the department's ability to attract and hire qualified staff. The Food Service program provides three meals a day and a healthy snack at night for youth detained in juvenile hall. The juvenile hall kitchen operates seven days a week. Clara Woods is experienced and trained in the food services program. Clara will exceed 960 hours of extra help this fiscal year. The department continuously accepts applications and conducts background investigations to expand the number of extra help cooks. The goal is to hire and keep enough extra help staff to keep all extra help staff at or below 960 hours in each fiscal year.

FINANCIAL IMPACT:

The total additional 990 hours for Clara Woods would be a maximum cost of approximately \$16,985 assuming all extended hours are worked. Depending upon the total number of hours actually worked, there are possible health and dental insurance costs totaling \$4,352.64. Sufficient funds exist within budget unit 1100-234 Juvenile Hall to cover the expense.

All extra help employees working beyond 960 hours are subject to paying into the California Public Employees Retirement System (PERS). The additional costs for PERS has been included in the above mentioned estimated salary costs.

Beginning January 2015, the Affordable Care Act required large employers with fifty or more fulltime employees to offer health coverage to all fulltime employees. A fulltime employee is defined as a person who is employed an average of thirty or more hours per week. The Department is aware of these 2015 federal provisions that impact extra help employment and is aware that the County's standard measurement period of employee hours will occur over the course of a fifty-two (52) week period. There is no additional financial impact for health coverage in the current fiscal year.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by protecting vulnerable populations .

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may elect not to approve the extension of extra help hours however this is not recommended. The result would be the Probation Department being forced to contract out for catered meals from an outside vendor for youth detained in the Humboldt County Juvenile Hall which would prove cost prohibitive.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A