



COUNTY OF HUMBOLDT

For the meeting of: 6/2/2020

File #: 20-593

To: Board of Supervisors

From: County Administrative Office

Agenda Section: Consent

SUBJECT:

Extension of Extra-Help Hours - Communications 3521-151 (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the extension of extra-help employment hours for Don Nelson, Administrative Analyst I, to a maximum of one thousand two hundred (1,200) hours through June 30, 2020 (4/5 vote required).

SOURCE OF FUNDING:

Communications Fund (3521-151)

DISCUSSION:

As of April 23, 2020, Don Nelson has worked a total of 861.25 hours as an extra-help Communications Administrative Analyst. Mr. Nelson supports the Communications Division radio infrastructure. The extension of the extra-help hours is necessary to provide technical direction on the Radio infrastructure upgrade for the remainder of the fiscal year.

FINANCIAL IMPACT:

Estimated salary and benefit cost for the requested extension of extra-help is Four Thousand Nine Hundred Seventeen Dollars and Sixty Cents (\$4,917.60) for fund 3521 budget unit 151. There are sufficient funds in the communications budget to cover the additional cost of these hours. As a result, approval of the recommended action will not impact the Humboldt County General Fund.

All extra-help employees working beyond nine hundred and sixty (960) hours are subject to paying into the California Public Employee Retirement System ("PERS"). The additional costs for PERS have been included in the above-mentioned estimated salary cost.

The Affordable Care Act requires large employers with fifty (50) or more full-time employees to offer health coverage to all full-time employees. The Communications Division is aware of the federal provisions that impact extra-help employment. The Communications Division is also aware that the standard measurement period of employee hours will occur over the course of a fifty-two (52) week

period.

STRATEGIC FRAMEWORK:

The recommended action supports the Board of Supervisors' Strategic Framework by providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny this request for additional extra-help hours. However, this alternative is not recommended due to the workload of the Communications Division.

ATTACHMENTS:

None

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A