



COUNTY OF HUMBOLDT

For the meeting of: 3/21/2023

File #: 23-336

To: Board of Supervisors

From: Aviation

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Extension of Extra-Help Hours for Airport Service Worker II, Evin Pelosi - Aviation Enterprise Fund 3530-381 (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the extension of extra-help hours for Airport Service Worker II, Evin Pelosi, to a maximum of 1,560 hours through June 30, 2023, pursuant to Section 7 of the Humboldt County Salary Resolution limit (4/5 vote required).

SOURCE OF FUNDING:

Aviation Enterprise Fund (3530-381)

DISCUSSION:

The Department of Aviation is comprised of 18 full-time positions that operate and manage six county-owned airports. Extra help staff are used for assistance on airfield maintenance, terminal and facilities cleaning and maintenance, aircraft fueling, regulatory compliance, and other related duties as assigned. Due to increased airline service, upcoming capital project construction, and the continuance of recruiting for vacant positions, the Department of Aviation has had to rely on extra-help positions to assist in the increased workload.

Evin Pelosi has become fuel and fire certified and plays a critical role in the mandatory coverage of Humboldt County's commercial service airport. Therefore, the Department of Aviation is requesting an extension of extra-help hours to a maximum of 1,560 hours through the remainder of the fiscal year (FY) 2022-23. The requested extension of extra-help hours is necessary to maintain the level of service and manage the workload during the remainder of the fiscal year while the department continues to recruit for vacant full-time Airport Service Worker positions.

FINANCIAL IMPACT:

Expenditures (3530-381)	FY22-23 Adopted	FY23-24 Projected	FY24-25 Projected
Budgeted Expenses	\$13,854	\$0	\$0
Additional Appropriation Requested	\$0	\$0	\$0
Total Expenditures	\$13,854	\$0	\$0
Funding Sources (3530-381)	FY22-23 Adopted	FY23-24 Projected*	FY24-25 Projected*
Extra-Help Salaries & Wages	\$13,854	\$0	\$0
State/Federal Funds	\$0	\$0	\$0
Fees/Other	\$0	\$0	\$0
Use of Fund Balance	\$0	\$0	\$0
Contingencies	\$0	\$0	\$0
Total Funding Sources	\$13,854	\$0	\$0

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

The estimated salary and benefit cost for the requested extension of extra-help hours is \$13,854. Due to salary savings from vacant positions and from underfilling the Senior Building Maintenance Custodian position, there are sufficient funds budgeted to cover the additional cost. There is no impact to the General Fund.

All extra-help employees working beyond the 960-hour limit are subject to paying into the California Public Employee Retirement System (“PERS”). The additional costs for PERS have been included in the above estimated salary total for the requested extension of extra-help hours.

STRATEGIC FRAMEWORK:

This action supports your Board’s Strategic Framework priority of providing community-appropriate levels of service

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose to deny the requested extension of extra-help hours. However, this alternative is not recommended as doing so would create an increased workload for existing staff and reduce the service provided to the community.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File #: 23-336

File No.: N/A