



COUNTY OF HUMBOLDT

For the meeting of: 6/6/2023

File #: 23-725

To: Board of Supervisors

From: Libraries

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Extension of Extra-Help Hours Past the 960 Hour Limit (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the extension of extra-help hours for Virginia Noble, Library Assistant/Senior Library Assistant, to a maximum of 990 hours through June 30, 2023, pursuant to Section 7 of the Humboldt County Salary Resolution. (4/5 Vote Required)

SOURCE OF FUNDING:

Library Fund (1500)

DISCUSSION:

Virginia Noble has been working as an extra-help employee during the current fiscal year as a Library Assistant/Senior Library Assistant due to unfilled regular positions, staff sick leave, and vacation hours. The Library is requesting an extension of hours to a total of 990 hours through the end of fiscal year (FY) 2022-23.

FINANCIAL IMPACT:

Expenditures (Fund, Budget Unit)	FY22-23 Adopted
Budgeted Expenses	520.00
Total Expenditures	520.00
Funding Sources (Fund, Budget Unit)	FY22-23 Adopted
Use of Fund Balance	520.00
Total Funding Sources	520.00

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

Narrative Explanation of Financial Impact:

Estimated salary and benefit cost for the requested extension of extra-help is \$520 for fund 1500 budget unit 621. There are sufficient funds in the FY 2022-23 budget for to cover the additional cost of these hours, therefore there will be no impact to the General Fund.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

The extension of extra-help hours provides the library with needed coverage to maintain staffing levels.

STRATEGIC FRAMEWORK:

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

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose not to extend Ms. Nobel's hours; however, this is not recommended due to staffing levels and workload needed to provide Humboldt County residents with uninterrupted library services.

ATTACHMENTS:

None

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A