



## COUNTY OF HUMBOLDT

AGENDA ITEM NO.

**D-10**

For the meeting of: October 25, 2016

Date: October 7, 2016  
To: Board of Supervisors  
From: Michael T. Downey, Sheriff  
Subject: Waiver of Extra-help Hours and Extension of 960 Hours, Up to a Maximum of 1,920 Hours for Sharlo Kelly, Correctional Deputy in the Sheriff's Correctional Facility (4/5 vote required).

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve a waiver of the 960 extra-help hour limitation for Sharlo Kelly, Correctional Deputy in the Sheriff's Correctional Facility (Budget Unit 243) and extension of 960 hours, to a maximum of 1,920 hours for FY 2016-17, pursuant to Section 7 of Humboldt County Salary Resolution (4/5 vote required).

SOURCE OF FUNDING:

Sheriff's Correctional Facility Budget Unit 243

Prepared by Norma S. Lorenzo  
Norma S. Lorenzo, Deputy Director Sheriff Admin

CAO Approval [Signature]

REVIEW:

Auditor [Signature] County Counsel \_\_\_\_\_ Human Resources [Signature] 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 Fennell  
Seconded by Supervisor Bass

Ayes Sundberg, Fennell, Lovelace, Bohn, Bass

Nays  
Abstain  
Absent

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

Dated: Oct. 25, 2016

By: [Signature]  
Kathy Hayes, Clerk of the Board

#### DISCUSSION:

Sharlo Kelly has been working in the Correctional Facility as an extra-help Correctional Deputy since March 28, 2016. Mr. Kelly was hired as a part-time temporary employee and, because of the large amount of unfilled positions, is now working an average of 40 hours per week, for a total of 647 hours so far this fiscal year. The Correctional Facility is currently recruiting for 13 unfilled Correctional Deputy positions and it is not anticipated that Mr. Kelly's hours will be reduced below 40 hours per week until that process is completed and vacancies can be filled.

Therefore, staff requests a waiver of the 960-hour maximum limit of extra help hours for Sharlo Kelly and an extension of 960 hours, for a maximum of 1,920 hours for fiscal year 2016-17.

#### FINANCIAL IMPACT:

The proposed increase in extra-help hours in the Correctional Facility budget unit 243 is covered 100% by the Sheriff's Correctional Facility State Aid revenue line 504300. The total estimated additional cost is \$25,162 and includes:

Description	Hours Budgeted	Amount Budgeted	Additional Hours	Amount Added	Total Combined Costs
Extra-help Employee	960	\$15,766	960	\$15,994	\$31,760
Fringe & Taxes	960	\$1,309	960	\$1,328	\$2,637
Health Insurance	960	0	960	\$4,320	\$4,320
PERS Retirement	960	0	960	\$3,520	\$3,520
<b>TOTAL</b>		<b>\$17,075</b>		<b>\$25,162</b>	<b>\$42,237</b>

All extra help employees working beyond 960 hours are subject to California Public Employees Retirement System (PERS). The additional costs for the County's PERS contribution for Sharlo Kelly is included in the table above, as well as the cost of health insurance, required for all employees working a minimum of 30 hours per week.

The proposed increase in extra-help hours in the Correctional Facility budget unit 243 is covered 100 percent by the Sheriff's Correctional Facility State Aid revenue line 504300. There will be no effect on the General Fund.

Extension of the extra-help hours meets the Board's Strategic Framework Plan by providing community-appropriate levels of service and managing resources to ensure sustainability of those services.

OTHER AGENCY INVOLVEMENT:      None

#### ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny this request for additional extra-help hours for Sharlo Kelly, however, this is not recommended as it would leave the Correctional Facility severely under-staffed and jeopardize employee safety.

#### ATTACHMENTS:

None