



## COUNTY OF HUMBOLDT

AGENDA ITEM NO.

**C24**

For the meeting of: November 14, 2017

Date: October 31, 2017

To: BOARD OF SUPERVISORS

From:  Thomas K. Mattson, Public Works Director

Subject: Extension of Extra-Help Hours- Facilities Management (162) (4/5 Vote Required)

RECOMMENDATION(S): That the Board of Supervisors extend Kendall Cobine, and Lindsey Day extra-help employment hours 960 hours to a maximum of 1,920 hours for fiscal year 2017-2018 pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

SOURCE OF FUNDING:  
Facilities Management 1100162

DISCUSSION:

Kendall Cobine, and Lindsey Day have been working as extra-help employees during the current fiscal year. To date, Mr. Cobine has worked a total of 680.5 hours, and Mr. Day a total of 697 hours. Facilities Management is requesting an extension of hours for the remainder of this fiscal year. These extra help employees will aid in completing Americans with Disabilities Act (ADA) projects. Multiple carpenter positions in the Facility Management Divisions are vacant and in the process of being filled. The extension of the extra help hours is necessary to maintain the level of service and public safety during the remainder of the fiscal year.

FINANCIAL IMPACT:

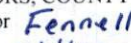
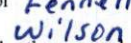
Estimated salary and benefit costs for the requested extension extra-help is \$25,475 for Facilities Management (1100162). There are sufficient salary savings available to fund the additional extra-help

Prepared by Charlotte Merkel

CAO Approval 

REVIEW: Auditor  County Counsel \_\_\_\_\_ Personnel  Risk Manager \_\_\_\_\_ Other \_\_\_\_\_

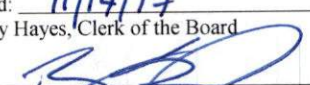
TYPE OF ITEM:  
☒ Consent  
☐ Departmental  
☐ Public Hearing  
☐ Other \_\_\_\_\_

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT  
Upon motion of Supervisor   
Seconded by Supervisor   
And unanimously carried by those members present,  
The Board hereby adopts the recommended action  
contained in this report.

PREVIOUS ACTION/REFERRAL:

Board Order No. \_\_\_\_\_

Meeting of: \_\_\_\_\_

Dated: 11/14/17  
Kathy Hayes, Clerk of the Board  
By: 

hours due to the vacant positions in Facilities Management.

All extra help employees working beyond the 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.

Beginning January 2015, the Affordable Care Act (ACA) required large employers with fifty or more full-time employees to offer health coverage to all full-time employees. A full-time employee is defined as a person who is employed for an average of thirty or more hours per week. The Public Works Department is aware of these 2015 federal provisions that impact extra-help employment and is also aware of the county standard measurement period of employee hours will occur over the course of a fifty-two (52) week period. These employees will not fall under the guidelines of the requirement to provide health insurance.

This action supports the Board's Strategic Framework by providing community appropriate levels of service and to ensure sustainability of those services.

OTHER AGENCY INVOLVEMENT:

County Departments: Human Resources, Auditor's Office, and Payroll

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny this request for additional extra-help hours however, this is not recommended due to the workload of the division.

ATTACHMENTS:

None