



COUNTY OF HUMBOLDT

For the meeting of: 2/11/2020

File #: 20-121

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

SUBJECT:

Extension of Extra-Help Hours - Personnel (130) (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Extend Dr. Jeremy Michael Clark extra-help employment of 960 hours to a maximum of 1,680 hours for Fiscal Year 2019-2020 pursuant to Section 7 of the Humboldt County Salary Resolution. (4/5 vote required)

SOURCE OF FUNDING:

HR - Personnel (1100130)

DISCUSSION:

Dr. Clark has been working as an extra-help employee during the current fiscal year due to staff shortages resulting from employee transitions, vacancies, increased workloads and other departmental needs. As of January 21, 2020, Dr. Clark has worked a total of 833 hours. Human Resources is requesting an extension of hours for the remainder of the fiscal year.

Dr. Clark is needed to continue work on the payroll transition, develop interdepartmental processes, liaise with departments, co-lead the impending One Solution upgrade, and support the Human Resources department during this time of transition. His expertise has proven invaluable and the department will benefit from his continued service.

FINANCIAL IMPACT:

Estimated maximum salary and benefit costs for the requested extension of extra-help hours is \$20,159.25. There is a sufficient allocation in the Salaries and Employee Benefits category, budgeted in Personnel (1100130), to accommodate the increase in hours. There will be no additional impact to the General Fund.

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 (50) 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 Human Resources 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. This employee will not fall under the guidelines of the requirement to provide health insurance for the current fiscal year.

STRATEGIC FRAMEWORK:

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

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve this request for additional extra-help hours, however, this is not recommended due to the workload and ongoing projects within the department.

ATTACHMENTS:

None

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A