COUNTY OF HUMBOLDT

Legislation Text

File #: 24-61, **Version:** 1

To:	Board of Supervisors
From:	DHHS: Administration
Agenda Section:	Consent

Vote Requirement: Majority

SUBJECT:
Authorize One-Time Payment for Edgar Diaz to Receive 24.33 Hours of Compensatory Time Earned (CTE) for Previous Hours Worked for the Department of Health and Human Services (DHHS), Information Services (IS) Division in Pay Periods 2301025 and 2301026

RECOMMENDATION(S):
That the Board of Supervisors:
1. Authorize one-time payment of 24.33 hours of compensatory time earned (CTE) worked in pay periods 2301025 and 2301026 to be paid to M&C employee, Edgar Diaz, under the Humboldt County Salary Resolution, Section 7.

SOURCE OF FUNDING:
Department of Health and Human Services Administration

DISCUSSION:
Edgar Diaz is a Departmental Information Systems Supervisor (M&C) for DHHS, IS in the Network & Technical Unit. Mr. Diaz is responsible for responding outside of regular business hours to network and technical issues that could cause a disruption to services provided by DHHS worksites, especially those that operate after hours. In pay periods 2301025 and 2301026, Mr. Diaz worked a total of 24.33 hours of compensatory time earned (CTE) in response to network and technical issues in order to minimize disruption to DHHS services.

Date	Compensatory Time Earned	Reason
December 8, 2023	5 hours	Server version upgrade
December 9, 2023	6.33 hours	Phone outage
December 11, 2023	2.5 hours	System upgrade/troubleshooting
December 15, 2023	7 hours	System upgrade/troubleshooting
December 16, 2023	3.5 hours	System upgrade/troubleshooting

The department has a longstanding practice of providing CTE to Departmental Information Systems Supervisors. In reviewing with County Human Resources, the department recently identified that CTE has not been negotiated under the county's M&C Compensation Plan for any M&C classifications, including for Departmental Information Systems Supervisors. Mr. Diaz was misinformed regarding his working shifts that were not eligible for CTE in pay periods 2301025 and 2301026. The expectation was mutually shared between administration and Mr. Diaz that he work these shifts in exchange for compensation in the form of CTE. DHHS will be changing this practice moving forward to ensure compliance.

Therefore, DHHS is requesting authorization for a one-time payment to Mr. Diaz for 24.33 hours of CTE for pay periods 2301025 and 2301026. This authorization would be a one-time authorization under the Humboldt County Salary Resolution, Section 7.

If authorized, this would allow Mr. Diaz to receive 24.33 hours of CTE for pay periods 2301025 and 2301026. It should be noted that this authorization is being requested as a one-time payment and would not set a precedent for the department or county.

FINANCIAL IMPACT:.

Narrative Explanation of Financial Impact:
Approving the compensatory time for Mr. Diaz will not result in an additional cost to DHHS as it will not increase the rate of pay or the number of hours. The salaries and benefits for Mr. Diaz were included in the approved county budget for fiscal year 2023-24 at 1.0 full time equivalent. There is no impact to the General Fund.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:
Approving the compensatory time for Mr. Diaz will not result in a staffing impact to DHHS Information Services.

STRATEGIC FRAMEWORK:
This action supports your Board's Strategic Framework priority of investing in county employees and protecting vulnerable populations. .

OTHER AGENCY INVOLVEMENT:
None

ALTERNATIVES TO STAFF RECOMMENDATIONS:
Your Board may choose not to authorize payment to Mr. Diaz for the 24.33 CTE hours worked, but this is not recommended. DHHS-IS' Departmental Information Systems Supervisors in the Network & Technical Unit responds to time-sensitive issues, minimizing disruptions to DHHS worksites in

support of maintaining appropriate levels of service to the community.

ATTACHMENTS:
None

PREVIOUS ACTION/REFERRAL:
Board Order No.: N/A
Meeting of: N/A
File No.: N/A