



# COUNTY OF HUMBOLDT

For the meeting of: 3/7/2023

File #: 23-278

**To:** Board of Supervisors

**From:** Sheriff

**Agenda Section:** Consent

**Vote Requirement:** 4/5th

**SUBJECT:**

Waiver of Extra-Help Hours for Sheriff’s Office Staff (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve an extension of extra-help employment hours for Chaz Schlesiger, Community Service Officer to a maximum of 1,920 hours for Fiscal Year 2022-23, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 Vote Required).

**SOURCE OF FUNDING:**

Measure Z (1100297)

**DISCUSSION:**

The Humboldt County Sheriff’s Office (HCSO) has 5 Community Services Officer (CSO) positions allocated in Measure Z. The CSO’s handle the abandoned vehicle abatement program and assist deputies with calls for service. During fiscal year (FY) 2022-23, HCSO has consistently had 1-2 vacancies and a 3<sup>rd</sup> CSO out on medical leave. In order to maintain services to the community, an extra-help CSO was necessary. Chaz Schlesiger was hired as an Extra Help Community Service Officer to minimize service impacts to the community given the staffing shortages.

The Sheriff’s Office requests an extension of extra help hours for Chaz Schlesiger to the maximum of 1,920 for the remainder of FY 2022-23. The requested extension of extra-help hours is necessary to maintain the level of service and manage the workload during the remainder of the fiscal year, pursuant to Section 7 of the Humboldt County Salary Resolution.

**FINANCIAL IMPACT:**

<b>Expenditures (1100,297)</b>	<b>FY22-23</b>	<b>FY23-24 Projected</b>	<b>FY24-25 Projected</b>
Budgeted Expenses	\$23,068.00	\$0	\$0

<b>Total Expenditures</b>	<b>\$23,068.00</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding Sources (1100,297)</b>	<b>FY22-23 Adopted</b>	<b>FY23-24 Projected*</b>	<b>FY24-25 Projected*</b>
General Fund (MZ)	\$23,068.00	\$0	\$0
<b>Total Funding Sources</b>	<b>\$23,068.00</b>	<b>\$0</b>	<b>\$0</b>

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

**Narrative Explanation of Financial Impact:**

The total additional 927 hours for Chaz Schlesinger, would be at a maximum cost of approximately \$23,068.00, assuming all extended hours are worked. Depending upon the total number of hours worked, there are possible health and dental insurance costs totaling \$4,000.00. Due to vacancies and long-term disability leaves, sufficient salary savings allow for this increase within budget 1100-297 to cover the expense. Staff does not anticipate a need for additional general fund dollars for this request.

All extra-help employees working beyond 960 hours are subject to paying into the California Public Employees Retirement System (PERS). The additional costs for PERS have been included in the above-mentioned estimated salary costs.

Beginning in January 2015, the Affordable Care Act required large employers with fifty or more full-time employees to offer all full-time employees health coverage. A full-time employee is defined as a person who has employed an average of thirty or more hours per week. The Department is aware of these 2015 federal provisions that impact extra help employment. The County’s standard measurement period of employee hours will occur throughout a fifty-two (52) week period. Health coverage has no additional financial impact in the current fiscal year.

**STAFFING IMPACT:**

There is no impact to position allocations.

**Narrative Explanation of Staffing Impact:**

On-going recruitment continues for the 2 vacant CSO positions. Currently there is no return-to-work date estimated for the 3<sup>rd</sup> vacancy due to medical leave. The extra-help position is necessary to help take some of the burden off the 2 CSO’s that are covering the entire county. Loss of this extra-help position would significantly reduce the abandoned vehicle abatement program services to the community.

**STRATEGIC FRAMEWORK:**

This action supports the following areas of your Board’s Strategic Framework.

- Core Roles: Enforce laws and regulations to protect residents
- New Initiatives: Provide community-appropriate levels of service
- Strategic Plan: N/A

**OTHER AGENCY INVOLVEMENT:**

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny the request for a waiver for the extra-help hours; however, this is not recommended as it would reduce the level of service provided by the Sheriff's Office for the benefit of the community.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A