



# COUNTY OF HUMBOLDT

For the meeting of: 9/26/2023

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File #: 23-1260

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**To:** Board of Supervisors

**From:** Human Resources

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Appointment of County of Humboldt Merit System Appeals Panelist

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Appoint Amanda Phillips as the County of Humboldt Merit System Appeals Panelist.

**SOURCE OF FUNDING:**

General Fund

**DISCUSSION:**

The Human Resources Department is in receipt of a notice of appeal regarding a grievance procedure under the Humboldt County Merit System Rules (Rules). Human Resources has reviewed the notice and the appeal is moving forward under process defined in the Rules. Pursuant to the Rules, one panelist is appointed by the employee and one by the Board of Supervisors. Accordingly, Human Resources is recommending that your Board appoint the County of Humboldt Risk Manager, Amanda Phillips, as the county representative panelist for the appeal panel. These two panelists will then select a third panel member to serve as chairperson and will hear the appeal. As the appeal is an open personnel matter, the details may not be provided here and will be resolved by the panel pursuant to the Rules.

**FINANCIAL IMPACT:**

This panel members is a county employee in the County of Humboldt Human Resources Department - Risk Management Division. The financial impact of her participation will be staff time that is part of her budgeted position.

**STRATEGIC FRAMEWORK:**

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

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Core Roles: N/A  
New Initiatives: N/A  
Strategic Plan: N/A

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose to not adopt the recommendations or recommend a different county representative to sit on the panel; however, a panelist must be appointed to represent the county per the Rules.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: D-15  
Meeting of: 11/8/22  
File No.: 22-1521