



COUNTY OF HUMBOLDT

For the meeting of: 3/12/2024

File #: 24-310

To: Board of Supervisors

From: Public Works

Agenda Section: Departmental

Vote Requirement: 4/5th

SUBJECT:

Resolution for the Temporary Employment of Retired Annuitant (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the attached resolution authorizing an exception to the 180-day wait period of the California Public Employees Retirement System (CalPERS).

SOURCE OF FUNDING:

Roads (1200320)

DISCUSSION:

On Jan. 26, 2024, Brooke Epperly retired from the position of Executive Secretary with Public Works. The department had recruited to fill the position, but unfortunately that recruitment was not successful. Ms. Epperly agreed to return as an extra help, Retired Annuitant, in the Executive Secretary position. Your Board approved this action on Jan. 23, 2024. Public Works ran a new recruitment and a candidate for the position was selected.

Training is an important part of onboarding an employee into a new position and that training is best accomplished by the person who holds the job. The position directly reports to the Director of Public Works and is a vital role in the Public Works Department with a heavy workload, especially in the area of personnel. The department would like the new hire to have an opportunity to begin their new role with Ms. Epperly as an available resource.

The county's retirement system, CalPERS, requires a resolution approved by the governing body when a retired annuitant returns prior to 180 days from their retirement date under two exemption circumstances. The first exemption circumstance is when the retired annuitant is going to take on the duties of a vacant position. This is the type of exemption your board approved on January 23, 2024. The second exemption circumstance is when a retired annuitant is going to return to assist with additional workload or a specific project. This is the circumstance in front of your board for approval

and a separate resolution is needed to be compliant with CalPERS.

FINANCIAL IMPACT:

Narrative Explanation of Financial Impact:

The estimated annual salary and benefit cost for the Executive Secretary at step E is \$107,495 for fiscal year 2023-24 and has been budgeted in 1200320- Roads Administration budget. The anticipated financial impact of this extra help assignment will be absorbed in Roads Administration 320 budget unit through salary savings.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

There is no staffing impact to the Public Works Department's full time equivalent (FTE) and will not change staffing allocations.

STRATEGIC FRAMEWORK:

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

Core Roles: Provide for and maintain infrastructure

New Initiatives: N/A

Strategic Plan: 4.4 - Attract and retain the best county employees

OTHER AGENCY INVOLVEMENT:

Humboldt County Human Resources

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve the proposal. This is not recommended as the proposal is designed to provide a smooth transition in the delivery of Public Works services to staff and the public and ensure the success of the incoming Executive Secretary.

ATTACHMENTS:

1. Resolution

PREVIOUS ACTION/REFERRAL:

Board Order No.: J-2

Meeting of: Jan. 23, 2024

File No.: 24-36