



COUNTY OF HUMBOLDT

For the meeting of: 3/26/2024

File #: 24-296

To: Board of Supervisors

From: Probation

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Extension of Extra Help Hours to 1950 for Juvenile Corrections Officers (JCO) Mascio Latimer and Damien Quintal. (4/5 vote required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize the extension of extra help hours for Juvenile Corrections Officers (JCO) Mascio Latimer and Damien Quintal to 1950 hours through June 30, 2024, per Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

SOURCE OF FUNDING:

Juvenile Probation & Camp Funding, Youthful Offender Block Grant, Prop 172, and General Fund (1100)

DISCUSSION:

Juvenile Corrections Officers (JCO) Mascio Latimer and Damien Quintal are extra help employees who have worked extensively in the Juvenile Hall providing replacement coverage for regular staff. Replacement coverage is necessary for regular staff off work due to mandated training, vacation, sick leave, disability, and different types of approved leave as well as vacancies. Availability of existing extra help causes fluctuation in individual officer's hours; the less available a person becomes the more hours another person is asked to work to fill shifts. Use of extra help officers is necessary in order to meet minimum juvenile facility staffing levels as mandated by Section 1321, Title 15 California Code of Regulations. The above officers will exceed their 960-hour limit for extra help; they are both experienced and well trained in routine facility operations, and as such, a request is being made to authorize an extension of their extra help hours. The department continuously accepts applications and conducts background investigations to expand the number of extra help officers. The goal is to hire and keep enough extra help staff to keep all officers at or below 960 hours in each fiscal year.

FINANCIAL IMPACT:

<i>Expenditures (Fund, Budget Unit)</i>	FY23-24	FY24-25 Projected*	FY25-26 Projected*
Budgeted Expenses	52,868	N/A	N/A
Additional Appropriation Requested	0	N/A	N/A
Total Expenditures	52,868	N/A	N/A

*Projected amounts are estimates and are subject to change.

<i>Funding Sources (Fund, Budget Unit)</i>	FY23-24	FY24-25 Projected*	FY25-26 Projected*

General Fund	52,868	N/A	N/A
State/Federal Funds	0	N/A	N/A
Fees/Other	0	N/A	N/A
Use of Fund Balance	0	N/A	N/A
Contingencies	0	N/A	N/A
Total Funding Sources	52,868	N/A	N/A

*Projected amounts are estimates and are subject to change.

Narrative Explanation of Financial Impact:

The total additional 1980 hours for Mascio Latimer and Damien Quintal would be a maximum cost of approximately \$44,910.38 assuming all extended hours are worked. Depending upon the total number of hours actually worked there are possible health insurance costs totaling \$7956.96. Sufficient funds exist within budget unit 1100-234 Juvenile Hall to cover the expense.

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

STAFFING IMPACT:

Position Title	Position Control Number	Monthly Salary Range (1A-E Step)	Additions (Number)	Deletions (Number)
Type position title.	(BU-Class-Position #	Step 1A-E	##	##
Type position title.	(BU-Class-Position #	Step 1A-E	##	##

Narrative Explanation of Staffing Impact:

N/A

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

OTHER AGENCY INVOLVEMENT:

County Departments: Human Resources, Auditor’s Office, and Payroll

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may not approve the extension of hours which will result in increased use of mandatory overtime for regular staff and Deputy Probation Officers resulting in costs exceeding those accrued by extra help employees.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

File #: 24-296

Meeting of: N/A
File No.: N/A