



# COUNTY OF HUMBOLDT

For the meeting of: 8/8/2023

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File #: 23-1076

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**To:** Board of Supervisors  
**From:** DHHS: Administration  
**Agenda Section:** Departmental

**Vote Requirement:** 4/5th

**SUBJECT:**

Temporary Employment of Retired Annuitant as Senior Public Health Nurse - Public Health in the Department of Health and Human Services (DHHS) (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the employment of Alice Olliff as a temporary retired annuitant Senior Public Health Nurse with Public Health, DHHS (class 0527, range 534, step E) (4/5 Vote Required); and
2. Adopt the attached resolution for an exception to the 180 days waiting period.

**SOURCE OF FUNDING:**

Fund 1175, budget unit 421- California Home Visiting Program

**DISCUSSION:**

This request is for waiving the 180 days for retire annuitant to return part-time (10-20 hours per week) as an extra help Senior Public Health Nurse (Sr PHN) to continue to provide support to the Nurse Family Partnership (NFP) home visiting program. This support will include mentoring duties following the hire of replacement and additional training required by this evidenced based practice has been completed. These duties include: triaging and assigning referrals, providing gap coverage for case management when the current nurse is on leave- assuring there is no break in serves to families, attending monthly meetings with the NFP Manager of Nursing Practice, attending quarterly State California Home Visiting Program (CHVP) technical assistance calls, attending fiscal meetings, assisting with site visits from NFP and CHVP, providing outreach for NFP to our referring and community partners, attending the Humboldt Perinatal Community Coalition. Currently, the Sr PHN provides weekly reflective 1:1 conference to two of the nurse home visitors. The replacement Sr PHN will assume that responsibility but will not be able to perform reflective oversight until the replacement completes NFP supervisory training.

**FINANCIAL IMPACT:**

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<b>Expenditures (1175, 421)</b>	<b>FY23-24</b>	<b>FY24-25 Projected</b>	<b>FY25-26 Projected</b>
Budgeted Expenses	\$73,593	\$0	\$0
<b>Total Expenditures</b>	<b>\$73,593</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding Sources (1175, 421)</b>	<b>FY23-24 Adopted</b>	<b>FY24-25 Projected*</b>	<b>FY25-26 Projected*</b>
State/Federal Funds	\$73,593	\$0	\$0
<b>Total Funding Sources</b>	<b>\$73,593</b>	<b>\$0</b>	<b>\$0</b>

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

**Narrative Explanation of Financial Impact:**

The estimated annual salary and benefit cost for the extra help senior public health nurse (XH Sr PHN) at step E is \$73,593 for fiscal year 2023-24, in fund 1175, budget unit 421- California Home Visiting Program. This position is fully funded by California Department of Public Health- Maternal, Child, and Adolescent Division grant agreement # CHVP-23-12. This position will be included in the annual budget process for future fiscal years as needed.

**STAFFING IMPACT:**

<b>Position Title</b>	<b>Position Control Number</b>	<b>Monthly Salary Range (1A-E Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>
XH Senior Public Health Nurse	416-0527-TBD	Salary Range 534 \$8,888	1	

**Narrative Explanation of Staffing Impact:**

Acceptance of this agenda item will allow the creation of one XH Sr PHN position. This position is fully grant funded and is needed to cover current Sr PHN vacancy within the CHVP program with an experienced and fully trained staff person, until vacancy is filled, and the individual filling said vacancy is completely trained.

**STRATEGIC FRAMEWORK:**

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

Core Roles: N/A

New Initiatives: Provide community-appropriate levels of service

Strategic Plan: N/A

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not approve staff’s recommendation. This is not recommended as denial will result with program experiencing reduced efficiencies and less-than-optimal levels of services and timely completion of projects.

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ATTACHMENTS:

Attachment 1: Resolution for Exception to the 180 days waiting period

Attachment 2: Government Code sections 7522.56 and 21224

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A