



COUNTY OF HUMBOLDT

For the meeting of: 2/28/2023

File #: 23-167

To: Board of Supervisors

From: Probation

Agenda Section: Departmental

Vote Requirement: 4/5th

SUBJECT:

Resolution for Exception to the 180-Day Wait Period due to the Temporary Employment of Retired Annuitant as Extra-Help Senior Legal Office Assistant (4/5ths vote required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the post-retirement extra-help employment of Sherri McKenna as Extra Help Senior Legal Office Assistant (class 0168, salary range 372, step E) (4/5ths vote required); and
2. Adopt the attached resolution for an exception to the 180-day wait period for post-retirement employment

SOURCE OF FUNDING:

Probation 1100-235-1100

DISCUSSION:

Sherri McKenna, Senior Legal Office Assistant retired from employment on February 10, 2023 after over 31 years of service with Humboldt County Probation. The Probation Department was able to fill the vacancy created by her retirement with an internal promotion however that has left the department with a critical shortage of Legal Office Assistant I/II positions. At present, Probation has four funded LOA I/II positions and once the above-mentioned promotion is processed, all four of them will be vacant. Due to this staffing crisis and due to the training needs that will arise from hiring four new staff within a short time, Ms. McKenna would be providing a valuable service by returning in the form of an extra-help employee and providing workload support as well as training to new staff. It is anticipated that she will work through the remainder of the fiscal year.

The requested approval of Ms. McKenna as a temporary retired annuitant extra-help Senior Legal Office Assistant to fill a critically needed position in Humboldt County Probation requires that the Board of Supervisors resolve that Sherri McKenna's employment is needed and authorize an exception

to the California Public Employees Retirement System 180-day wait period (California Government Code Section 7522.6(f)(1)). Adoption of the attached resolution will satisfy the requirements for an exception to the 180-day wait period for post-retirement employment.

FINANCIAL IMPACT:

The anticipated financial impact of this extra help assignment should not exceed \$17,828 and will be absorbed in Probation's 235 budget unit through salary savings from current vacancies. There is no need for a supplemental budget and there will be no impact to the general fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing community-appropriate levels of service .

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may opt not to approve; however this is not recommended as it would result in a critical shortage of clerical support in Humboldt County Probation's highest volume office and would impact the Probation Department's ability to meet critical Superior Court deadlines.

ATTACHMENTS:

1. Resolution for Exception to the 180-day Wait Period
2. Government Code Sections 7522.56 and 21224

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A