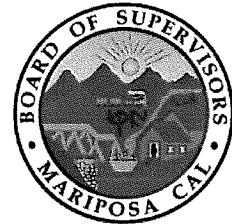


MARIPOSA COUNTY

Human Services • (209) 966-2000



RESOLUTION - ACTION REQUESTED 2015-258

MEETING: June 2, 2015

TO: The Board of Supervisors

FROM: Chevon Kothari, Human Services Director

RE: Temporarily Increase OA II 50% Part Time Position to Full Time

RECOMMENDATION AND JUSTIFICATION:

Authorize the Human Services Department to Temporarily Increase the Allocation of a 50% Permanent Part-Time Office Assistant II Position in the Human Services Administration Budget to Full Time for a Period of Sixty (60) Work Days Effective June 3, 2015 through August 25, 2015.

Human Services is experiencing a shortage with clerical office staff and the Department is in need of increasing our clerical staff to cover in the Family Services Center as well as in Behavioral Health. The employee currently in this position is cross-trained across unit lines and is able to support multiple units. Temporarily increasing this position will allow the Department to provide coverage in all areas of need.

The Department is taking steps to remedy the clerical staffing shortage, and this temporary increase in position allocations will alleviate the shortage until a permanent solution is put into place.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Per current policy, the Board of Supervisors reviews all personnel additions or changes to allocated position.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not temporarily increase the allocation from 50% Permanent Part-Time to full-time. There may be a negative impact on the ability of clerical staff to fully support the Department's service demands.

FINANCIAL IMPACT:

There are sufficient appropriations budgeted in the Human Services Administration Budget to accommodate this temporary increase in position allocations. There is no impact to the County General Fund.

CAO RECOMMENDATION

Requested Action Recommended

Mary Hodson

Mary Hodson, CAO

5/26/2015

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]

MOVER: Kevin Cann, District IV Supervisor

SECONDER: Rosemarie Smallcombe, District I Supervisor

AYES: Smallcombe, Jones, Long, Cann, Carrier