

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

DATE: October 20, 1992
AGENDA ITEM NO.: 12

DEPARTMENT: Administration

BY: McCamman

PHONE: 966-3222

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No X)
Resolution implementing Policy for Permanent Part Time Employment as revised during the final budget hearings.

Attached is a proposed policy statement implementing Board direction provided during final budget hearings. In brief, it provides for permanent part time employment in certain conditions, as approved by the Board of Supervisors on a case-by-case basis.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

This policy was discussed during final budget hearings for subsequent development by staff.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

This action was authorized in the final budget hearings.

COSTS: (X) Not Applicable

A. Budgeted current FY \$ _____

B. Total anticipated costs \$ _____

C. Required additional funding \$ _____

D. Internal transfers \$ _____

SOURCE: () 4/5ths Vote Required

A. Unanticipated revenues \$ _____

B. Reserve for contingencies \$ _____

C. Source description: _____

Balance in Reserve for Contingencies, if approved: \$ _____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK'S USE ONLY:

Res. No.: 92-555

Vote - Ayes: 4 Ord. No. _____

Absent: _____ Noes: 2

Approved: _____ Abstained: _____

() Minute Order Attached () Denied

() No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

- Recommended
- Not Recommended
- For Policy Determination
- Submitted with Comment
- Returned for Further Action

Comment: _____

A.O. Initials: [Signature]

POLICY FOR PERMANENT PART TIME EMPLOYMENT

The County of Mariposa has determined that it may be in the interests of the public, the county, and the county's employees to have a new category of county employment. This employment shall be termed "permanent part time" and is distinguished from extra help (under 1,000 hours per year of county employment) in that it receives pro-rata benefits and works at least 1,248 hours per year of county employment. It is distinguished from permanent full time employment in that permanent part time positions shall not be filled 2,080 hours per year, and that only a portion of the county-paid benefits accrue to these types of positions.

Permanent part time positions shall be utilized only in the following situations:

- a. Work required reflects either 1,248 hours (60%) or 1,664 hours (80%) per year on an ongoing basis; no alternative to one of these two standards will be granted.
- b. Work is regularly scheduled throughout the year and not purely seasonal employment.
- c. The cost of the position, including benefits, will not negatively impact the fund in which the position operates.
- d. Permanent part time positions must be approved by the Board of Supervisors on a case by case basis; generally this will happen during the budget process.

Permanent part time positions shall be able to accrue pro-rata benefits as appropriate to the occupied classification and its assigned bargaining unit. All benefits shall be paid pro-rata, including vacation and sick leave, seniority, as well as traditional health, dental and vision premiums. The balance of the cost (the pro-rated portion) shall be paid by the employee through payroll deduction. No options for this deduction have been identified. Salary driven benefits (retirement) shall accrue as in the regular course of business, that is as a proportion of salary.

Anniversary dates shall be an exception to this policy of pro-ration. All anniversary dates shall occur per existing policy on an annual basis.