RESOLUTION - ACTION REQUESTED 2020-213

MEETING: April 28, 2020

TO: The Board of Supervisors

FROM: Chevon Kothari, Health and Human Services Director

RE: Authorize an Increase of Extra-Help Hours Beyond 999 Hours

RECOMMENDATION AND JUSTIFICATION:
Approve an Increase in Extra-Help Hours from 999 Hours to 1,200 Hours For One Mental Health Aide Extra Help Position and One Office Assistant II Extra Help Position Effective Immediately

These two positions have been instrumental in helping out at the Homeless Shelter and now with COVID 19 activities. The two staff members in these positions are flexible and able to jump in at a moment's notice. Given that they have stepped up to help out so many times, we need their hours to be increased.

Extra-Help positions can work up to 860 hours. The Human Resources Director can approve additional hours up to 999 hours because of need. Any hours above 999 requires Board approval. Due to Shelter work and the COVID 19 pandemic, it has become necessary to increase these two staff members' hours to 1200 hours.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board has previously approved the increase of extra-help hours for other positions.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
If the Board chooses not to increase the Extra-Help hours it may have a negative impact on the Behavioral Health Programs and the response to the COVID 19 emergency.

FINANCIAL IMPACT:
There is no impact to the General Fund. There is sufficient funding in the Behavioral Health budgets, and other COVID Emergency Funds becoming available, to accommodate the increase in Extra-Help hours.

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Marshall Long, District III Supervisor
SECONDER: Rosemarie Smallcombe, District I Supervisor
AYES: Smallcombe, Jones, Long, Cann, Menetrey