

DEPARTMENT: Personnel By: Jeffrey G. Green PHONE: 209/966-3222

RECOMMENDED ACTION AND JUSTIFICATION: Policy Item: Yes ( ) No(X)

Authorize the Chair to sign an Extra-Help Employment Agreement with Tom Archer for his services as Human Services Director effective June 28, 2000 through July 21, 2000; approve the appointment of Nancy Bell as Interim Welfare Director effective July 22, 2000; and authorize the Chair to sign a subsequent Extra-Help Employment Agreement with Tom Archer effective July 22, 2000 for his services as Mental Health Director. Mr. Archer originally submitted his resignation effective November 30, 1999, however, he agreed to extend his planned retirement date from November 30 to a date in the future to be set in conjunction with the appointment of a new Director. An open recruitment is currently ongoing and will close July 14, 2000, however, Mr. Archer recently announced that he is officially retiring on June 27, 2000. He has agreed to work as an extra-help employee through July 21, 2000 at the hourly rate based upon his current salary plus the hourly value of the County's contribution to deferred compensation made on his behalf, i.e., \$32.27.

At the conclusion of Mr. Archer's initial Extra-Help Employment Agreement, it is recommended that Nancy Bell be appointed Interim Welfare Director effective July 22, 2000 until the appointment of Mr. Archer's successor. Ms. Bell's salary during the interim appointment will reflect 75% of the Director's salary, i.e., \$47,870/year, as her sole function will be that of Welfare Director. Further authorization is requested to have the Chair sign a subsequent Extra-Help Employment Agreement with Mr. Archer to perform the services of Mental Health Director effective July 22, 2000 until the appointment of his successor. During this period, Mr. Archer's salary will reflect 25% of the Director's salary at an hourly rate of \$8.68.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

None on this action.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

- > Approve this action as proposed.
- > Revise the proposed action as the Board desires and adopt.

COSTS: ( ) 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:  
Memo from Janet Hogan to Tom Archer dated 6/8/00.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CLERK'S USE ONLY:  
Res. No.: 00-241  
Vote - Ayes: 5  
Absent: \_\_\_\_\_  
( ) Approved ( ) Denied  
(X) Minute Order Attached ( ) No Action Necessary  
Ord. No. \_\_\_\_\_  
Noes: \_\_\_\_\_  
Abstained: \_\_\_\_\_

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

Date: \_\_\_\_\_  
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: jh



# COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

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DISTRICT V



## MARIPOSA COUNTY BOARD OF SUPERVISORS

### MINUTE ORDER

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TO: JEFF GREEN, Interim Personnel Director  
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*  
SUBJECT: Extra-Help Employment Agreements with Tom Archer for his Services as Human Services Director and Mental Health Director; Res. 00-241

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THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on June 27, 2000

#### ACTION AND VOTE:

Authorize the Chairman to Sign an Extra-Help Employment Agreement with Tom Archer for his Services as Human Services Director Effective June 27, 2000 Through July 21, 2000; Approve the Appointment of Nancy Bell as Interim Welfare Director Effective July 22, 2000; and Authorize the Chairman to Sign a Subsequent Extra-Help Employment Agreement with Tom Archer Effective July 22, 2000 for his Services as Mental Health Director (Personnel)

**BOARD ACTION:** Discussion was held with Jeff Green, County Counsel, and he clarified that Tom Archer's effective date of retirement with PERS is June 27, 2000; however, he will continue to serve through July 21, 2000 by agreement with the County. (M)Stewart, (S)Reilly, Res. 00-241 adopted approving the recommendations/Ayes: Unanimous.

cc: Ken Hawkins, Auditor  
Tom Archer, Human Services Director  
Mental Health  
File