

DEPARTMENT: Community Services

BY: Mary Williams/966-5315

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

Greeley Hill Nutrition Cook position change from 50% permanent part time (20 hours a week) to extra help position, not to exceed more than 16 hours a week. Due to the lack of congregate meal participant we have not been serving lunches on Tuesdays for some time. We would serve lunch on Monday, Wednesday, Thursday and Friday. The cook could adjust her daily hours according to the number of senior meals served.

With an extra help position the cook would only work the hours needed and if the site is closed due to weather the employee would not be paid.

This will reduce salary budget by \$.1,178.33 and \$1,075.82 in benefits with a total savings at \$2,254.15.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Historically, positions have been changed to meet the work load.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

- 1. Current employee may resign due to reduced hours.

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.: 98-421 Ord. No. _____

Vote - Ayes: _____ Noes: _____

Absent: _____ Abstained: _____

() Approved () Denied

Minute Order Attached () No Action Necessary

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

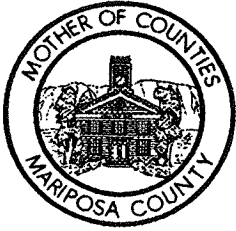
For Policy Determination

Submitted with Comment

Returned for Further Action

Comment: _____

A.O. Initials: JK



COUNTY of MARIPOSA

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

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MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: MARY WILLIAMS, Community Services Director
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*
SUBJECT: Position Change for the Greeley Hill Nutrition Cook; Res. 98-421

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on November 17, 1998

ACTION AND VOTE:

Mary Williams, Community Services Director;

Resolution Authorizing Position Change from Fifty Percent Permanent Part Time to Extra Help for the Greeley Hill Nutrition Cook Position Due to Lack of Congregate Meal Participation

BOARD ACTION: Following discussion, (M)Pickard, (S)Parker, Res. 98-421 adopted/Ayes: Unanimous. Discussion was held relative to other options for provided the service. Supervisor Balmain requested that the deficiencies in the Greeley Hill facilities be corrected.

cc: Nancy Kyle, Personnel
Ken Hawkins, Auditor
Jeffrey G. Green, County Counsel
Janet Hogan, County Administrative Officer
File

November 04, 1998

To: Pat Council, Northside Nutrition Cook
From: Mary E. Williams, Community Services Director
Re: Change to extra help position

As you know, your permanent part time position was created on your work load of 4 hours per day 5 days a week. Since we have only been serving lunch 4 days the hours needed are being reduced from 20 to 16 a week.

I have submitted an agenda transmittal form to the Board of Supervisors for approval to have your position changed from a permanent part time to an extra help position, not to exceed more than 16 hours per week. This means that you would no longer be entitled to benefits. This is on the agenda for November 17th and if approved will be effective on that day.

We would serve lunch on Monday, Wednesday, Thursday and Friday. You can adjust your daily hours according to the number of seniors meals served.

Signature

Pat Council

Date

11-6-98

I acknowledge the change in my permanent part time position to an extra help position as stated above if approved.