



Board of County Commissioners Agenda Request



Requested Meeting Date: December 12, 2023

Title of Item: Personnel Committee Recommendations

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| <input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY | Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* |
| Submitted by: Bobbie Danielson | | Department: HR |
| Presenter (Name and Title): Bobbie Danielson, HR Director | | Estimated Time Needed: 5 |
| Summary of Issue: <p>1. This request received unanimous support at the November 14, 2023 Personnel Committee meeting. The Chief Deputy Recorder position has existed for more than 10+ years, but it was not filled during calendar year 2023, allowing the new County Recorder time to evaluate office needs. The Chief Deputy Recorder position is included in the 2024 budget. (This is not a new FTE, but will be an internal promotional opportunity under the Afscome Courthouse unit agreement for qualified staff to consider.)</p> <p>2. In addition to Personnel Committee support, this item received full support at the Department Head meeting. For staff efficiency and accuracy, permit employees to use accrued time banks that are reflected as available on their last pay stub and deny requests (eliminating manual calculations) to use time that is being earned during the current pay period.</p> <p>3. This request received unanimous support of the Personnel Committee. Authorize creating 1 new Equipment Operator position in the Highway Department.</p> | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Motion to refill the Chief Deputy Recorder position 1/1/2024, to create 1 new Equipment Operator position, and to permit employees to use accrued time banks that are reflected as available on their last pay stub and deny requests to use time that is being earned during the same pay period, eliminating manual calculations. | | |
| Financial Impact: <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> Chief Deputy Recorder is budgeted. Equipment Operator is not budgeted. | | |