



Board of County Commissioners Agenda Request

7A

Agenda Item #

Requested Meeting Date: June 24, 2025

Title of Item: PT (29 hr/wk) to FT (40 hr/wk) Housekeeper at LLCC

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Bobbie Danielson		Department: Human Resources
Presenter (Name and Title): Bobbie Danielson, HR Director, and Dennis Thompson, Land Commissioner		Estimated Time Needed: 5 minutes
Summary of Issue: <p>The Personnel Committee met on 6/10/2025 and unanimously recommends modifying the part-time (29 hours/week) LLCC Custodian position to a full-time (40 hours/week, year round) Housekeeper position based on the joint recommendation of Dennis Thompson, Jim Bright, and Dave McMillan. The part-time position was budgeted at 29 hours/week in 2025. Only 296.25 hours have been worked by subs. We've had regular turnover in this part-time position and it has proven difficult to fill and maintain at a part-time status. There is a full-time ++ workload at LLCC to be performed with routine cleaning and turnover days when one school departs and the next arrives.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to modify the part-time LLCC Custodian (29 hr/week) position to a full-time LLCC Housekeeper (40 hr/week) position, approve the updated job description, and authorize staff to fill the position.		
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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> <p>2025: We anticipate the added cost for 2025 can be covered in the 2025 LLCC budget (the position has been vacant). 2026: We estimate an increase to the 2026 LLCC budget of \$24,987 (if single health insurance) to \$36,803 (if family health insurance) due to this change.</p>		