***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **February 7, 2023** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Melissa Cummins, Deputy CAO – Personnel & Risk Management** | **Phone:** | **530.842.8017** |
| **Address:** | **1312 Fairlane Road, Yreka CA 96097** |
| **Person Appearing/Title:** | **Melissa Cummins, Deputy CAO – Personnel & Risk Management Officer** |
| **Subject/Summary of Issue:** |
| Siskiyou County Health and Human Services Agency - Social Services Division applied for funding through the Emergency Response Enhancement Funding Program. The Budget Act of 2021 appropriated $50 million of state general funds for the purpose of enhancing a county Child Welfare Service agency’s existing emergency response service, resulting in a net increase of staff for hotline and investigation functions. The incentives include:* A premium pay of five percent (5.0%) of their base rate of pay.
* A retention bonus of one thousand dollars ($1,000.00) annually.
* A hiring bonus of one thousand dollars ($1,000.00) upon completion of their probationary period.

Staff is requesting authorization to execute the attached side letters between the Organized Employees of Siskiyou County – Miscellaneous, Management and Professional Units.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | See Additional Info |  |  |  |  |
| Fund:  | 2120 |  | Description: | Human Services | Org.: | 501010 | Description: | Human Services |
| Account: | 611100 |  | Description: | Regular Wages |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [x]  |
| For Contracts – *Explain how vendor was selected:* N/A |
|       |
| Additional Information: | The annual cost for the premium pay and retention bonus is approximately |
| $ 86,500. An additional $ 7,000 for hiring bonuses is expected if all vacancies are filled.  |
| **Recommended Motion:** |
| Authorize County Administration to execute the side letter between the County of Siskiyou and the Organized Employees of Siskiyou County – Miscellaneous, Management and Professional Units related to incentives for positions in the Child Welfare Services unit of Siskiyou County Health & Human Services Agency. |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021