



Legislation Text

File #: 24-358, Version: 1

Memorandum

Date: April 2, 2024

To: The Honorable Lake County Board of Supervisors

From: Anthony Arton, Health Services Director

Subject: Approve Waiver of 900-hour Limit for Extra-Help Accountant, Cindy Silva-Brackett

Executive Summary:

The Health Services Department respectfully requests your approval to exceed the 900-hour extra help limit for Cindy Silva-Brackett, Accountant, not to exceed 960 hours.

Cindy has worked additional hours this fiscal year providing grant billing, accounts payable support, historical knowledge, and training expertise for the Health Administration Division while we actively recruit to fill vacancies. Health Services requests exceeding the 900-hour limit to continue fiscal support of our programs.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Purchasing Considerations (check all that apply):

☒ Not applicable

☐ Fully Article X. <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$!26+Procedures+Manual/Ch4_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$!26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (describe process undertaken in "Executive Summary")

☐ Section 2-38 <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI> Exemption from Competitive Bidding (rationale in "Executive Summary," attach documentation, as needed)

☐ For Technology Purchases: Vetted and Supported by the Technology Governance Committee <<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)

☐ Other (Please describe in Executive Summary)

Consistency with Vision 2028 <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

☐ Well-being of Residents

☐ Economic Development

☐ Community Collaboration

☐ Not applicable

☐ Public Safety

☐ Infrastructure

☐ Business Process Efficiency

☐ Disaster Prevention, Preparedness, Recovery

☒ County Workforce

☐ Clear Lake

Recommended Action:

Approve Waiver of 900-hour Limit for Extra-Help Accountant, Cindy Silva-Brackett