



Legislation Details (With Text)

File #: 18-1157 **Version:** 1 **Name:**
Type: Action Item **Status:** Agenda Ready
File created: 12/19/2018 **In control:** BOARD OF SUPERVISORS
On agenda: 1/8/2019 **Final action:**
Title: Approve waiver of Applicant Interview Travel Policy to enable reimbursement to Assistant County Administrator finalist candidates
Sponsors: Administrative Office
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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MEMORANDUM

TO: Board of Supervisors
FROM: Carol J. Huchingson, County Administrative Officer
DATE: January 8, 2019
SUBJECT: Approve waiver of Applicant Interview Travel Policy to enable reimbursement to Assistant County Administrator finalist candidates

EXECUTIVE SUMMARY:

I am requesting Board approval to reimburse up to three Assistant County Administrative Officer (CAAO) finalist candidates under our Applicant Interview Travel Policy, which is ordinarily limited to positions which report directly to your Board. As you know, with the recent transfer of my Chief Deputy County Administrative Officer to another County department and the impending retirement of another experienced Deputy County Administrative Officer, filling the CAAO position is critical to the functioning of the Administrative Office. You may recall that not long ago, your Board has given such authorization for reimbursement under said policy for other critical, difficult to fill, high level professional positions.

FISCAL IMPACT: ___ None X Budgeted ___ Non-Budgeted
Estimated Cost: Not to exceed \$3500
Amount Budgeted:
Additional Requested:
Annual Cost (if planned for future years):

FISCAL IMPACT (Narrative): The cost of interview travel and relocation is available in BU 1012 due to salary savings resulting from position vacancies.

STAFFING IMPACT (if applicable): None

RECOMMENDED ACTION:

Approve reimbursement under the Applicant Interview Travel Policy for the interview-related travel of up to three ACAO finalist candidates.