



Legislation Text

File #: 17-822, **Version:** 1

MEMORANDUM

TO: Board of Supervisors

FROM: Scott De Leon, Public Works Director

DATE: September 26, 2017

SUBJECT: Approve Waiver of Anti-Nepotism Policy Section 2203.1 for Celia Hoberg

EXECUTIVE SUMMARY:

On Friday, September 8, 2017, interviews were held for the Right of Way Agent/Airport Manager position. Of the three candidates interviewed, only one candidate, Celia Hoberg, possessed prior experience working with right of way purchases. In fact, Mrs. Hoberg has thirty years of title company experience, including processing of right of way for Caltrans Projects.

Celia Hoberg is the wife of Don Hoberg, IFS/Fleet Management Superintendent, and mother of Lindsey Tellez, Senior Account Technician for DPW Administration. She was the only applicant that has any experience in the process of purchasing right of way for State Caltrans Projects.

Public Works would like to offer Mrs. Hoberg the position. For this reason, I am requesting a waiver of Human Resources Rule 2200, Anti-Nepotism Policy, Section 2203.1. I do not believe that the hiring of Mrs. Hoberg "creates an adverse impact on the Supervision, safety, security or morale of existing employees" or that the hiring will "involve potential conflict of interest or allegations of favoritism". I am basing this decision on the fact that Mrs. Hoberg will not work directly for Mr. Hoberg or Ms. Tellez, and neither of them will supervise either directly or indirectly Mrs. Hoberg. Neither Mr. Hoberg nor Ms. Tellez is involved in the hiring process and they are not in a position to influence the hiring of Mrs. Hoberg. Public Works will follow all appropriate policies and procedures in the application process, interviews, selection, background checks, and physical requirements as appropriate for this position.

Per Section 2203.2 I have determined that hiring an immediate family member of an existing employee would be consistent with the general policy in Rule 2201 and is necessary to the needs of the Public Works Department. I ask for your approval of the hiring and a waiver of Section 2203.1.

FISCAL IMPACT: __ None __ Budgeted __ Non-Budgeted

Estimated Cost:

Amount Budgeted:

Additional Requested:

Annual Cost (if planned for future years):

FISCAL IMPACT (Narrative):

STAFFING IMPACT (if applicable):

RECOMMENDED ACTION: Approve Waiver of Anti-Nepotism Policy Section 2203.1 for Celia Hoberg.