



## Legislation Text

---

File #: 19-99, Version: 1

---

### MEMORANDUM

**TO:** Board of Supervisors

**FROM:** Carol J. Huchingson, County Administrative Officer

**DATE:** February 12, 2019

**SUBJECT:** Consideration of Amendment to New Employee Relocation Expense Policy to Increase the Maximum Reimbursement to \$3,500

#### EXECUTIVE SUMMARY:

In 2007, your Board approved our New Employee Relocation Policy affording limited reimbursement to new employees for expenses incurred in relocating to Lake County. During the twelve years since, the maximum reimbursable under said policy has been fixed at \$1,000 for "hard-to-fill" classifications, generally limited to management, professional and technical classifications.

The level of reimbursement under our policy is far less than what is typically afforded in other counties. In fact, of those counties responding to a recent informal survey, \$5,000 reimbursement for reimbursement was actually the lowest amount offered, with a number of jurisdictions offering \$10,000 to \$20,000 depending on the type of position and distance of the relocation.

As your Board is well aware, it has been increasingly difficult to recruit and retain qualified employees. Our very low level of relocation reimbursement makes us far less attractive to candidates and unable to compete with other jurisdictions during this time in which it is an applicant's market.

I am requesting Board approval to make one simple change to our policy: Increase the maximum reimbursable to \$3,500.

While actual reimbursements under this policy are infrequent, raising the maximum reimbursable will improve our ability to recruit and retain key staff.

**FISCAL IMPACT:** ☒ None ☐ Budgeted ☐ Non-Budgeted  
Estimated Cost:  
Amount Budgeted:  
Additional Requested:  
Annual Cost (if planned for future years):

**FISCAL IMPACT (Narrative):** There will be no increased cost to the General Fund resulting from approval of this policy amendment. Costs will be borne by each hiring department, and absorbed within net County cost, where applicable.

**STAFFING IMPACT (if applicable):**

None

**RECOMMENDED ACTION:**

Approve Amendment to New Employee Relocation Expense Policy to Increase the Maximum Reimbursement to \$3,500.