

DEPARTMENT: Administration/Personnel

BY: Rick Benson  
PHONE: 966-3222

RECOMMENDED ACTION AND JUSTIFICATION: Modify and extend the County hiring moratorium through June 30, 2012. Please see attached memo for justification.

BACKGROUND AND HISTORY OF BOARD ACTIONS: A hiring moratorium was put into place on May 17, 2011.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION: The current hiring moratorium will expire October 31, 2011.

Financial Impact? ( ) Yes ( x ) No	Current FY Cost: \$	Annual Recurring Cost: \$
Budgeted In Current FY? ( ) Yes ( ) No ( ) Partially Funded		
Amount in Budget: \$ _____		List Attachments, number pages consecutively _____
Additional Funding Needed: \$ _____		Staff memo _____
Source:		_____
Internal Transfer _____		_____
Unanticipated Revenue _____ 4/5's vote		_____
Transfer Between Funds _____ 4/5's vote		_____
Contingency _____ 4/5's vote		_____
( ) General ( ) Other		_____

CLERK'S USE ONLY:


Res. No.: 11-488 Ord. No. \_\_\_\_\_  
 Vote - Ayes: 4 Noes: \_\_\_\_\_  
 Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_  
 Approved  
 Minute Order Attached ( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: \_\_\_\_\_  
 Attest: MARGIE WILLIAMS, Clerk of the Board  
 County of Mariposa, State of California  
 By: \_\_\_\_\_  
 Deputy

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended  
 No Opinion  
 Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

CAO: 



# COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

JIM ALLEN, CHAIR  
JANET BIBBY, VICE-CHAIR  
LEE STETSON  
LYLE TURPIN  
KEVIN CANN


DISTRICT V  
DISTRICT III  
DISTRICT I  
DISTRICT II  
DISTRICT IV



## MARIPOSA COUNTY BOARD OF SUPERVISORS

### MINUTE ORDER

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TO: RICHARD J. BENSON, CAO  
FROM: MARGIE WILLIAMS, Clerk of the Board   
SUBJECT: Modify and Extend the County Hiring Moratorium through June 30, 2012  
RES. 11-488

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on October 4, 2011

#### ACTION AND VOTE:

- 5      **Administration**  
Modify and Extend the County Hiring Moratorium through June 30, 2012  
**BOARD ACTION:** Rick Benson initiated discussion relative to the request; and he advised that the Human Services Director may want to have his department included as well, but that he has not spoken with the Child Support Services Director. He also asked for direction on how requests to waive the moratorium should be placed on the agenda – consent agenda or timed. Discussion included including Human Services and Child Support Services in the hiring moratorium; County Administrative Officer's review of requests for justification and funding, and performance for promotions before an item comes to the Board; and relative to reducing unemployment insurance benefits. (M)Bibby, (S)Stetson, Res. 11-488 was adopted modifying and extending the hiring moratorium as recommended, and with the inclusion of all County departments/Ayes: Stetson, Bibby, Cann, Allen; Excused: Turpin. Rick Benson advised that he will proceed with using his discretion on whether to calendar requests on the consent or timed agenda, and the Board concurred.

Cc: Mary Hodson, Deputy CAO  
Sandi Laird, Personnel  
Bill Davis, Auditor  
File

# MARIPOSA COUNTY

Richard J. Benson  
County Administrative Officer



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September 26, 2011

TO: Board of Supervisors  
FROM: Rick Benson, County Administrative Officer  
SUBJECT: Hiring Moratorium

At your Board meeting on May 17, 2011 a hiring moratorium was implemented. The primary purpose of the moratorium was to avoid unnecessary hiring prior to the implementation of the second tier in the retirement system. Once the second tier was in place the moratorium was to end. The initial hiring moratorium only covered permanent positions within the County.

Although we expect the second tier to be in place on November 1, 2011, the hiring moratorium gives your Board the opportunity to review all hiring decisions. Given the County's fiscal position, it is recommended that your Board extend and modify the hiring moratorium through the Fiscal Year.

It is recommended that the hiring moratorium be implemented as follows:

1. All permanent new hires (full and part time) to the County must be approved by the Board of Supervisors prior to releasing a Personnel Certification List to County departments. In the event that there is not a current list, no recruitment will be authorized without Board approval. The Human Services Department, including Behavioral Health, and the Child Support Services Department are to be exempt from this policy as no General Fund dollars are affected.
2. All promotions must be approved by the Board of Supervisors, including promotions within a flex series. Human Services and Child Support Services are exempt.
3. Extra help positions will be exempt from the hiring moratorium.

Since personnel costs are the single highest expenditure item by extending this moratorium all hiring decisions can be carefully considered. It is expected that in many instances departments will be allowed to fill vacant positions but until financial circumstances improve, it is advisable to include this extra level of review.