



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 12/6/2022

To: Sonoma County Board of Supervisors

Department or Agency Name(s): Auditor-Controller-Treasurer-Tax Collector

Staff Name and Phone Number: Tasha Houweling 707-565-3583

Vote Requirement: Majority

Supervisorial District(s): All

Title:

Auditor-Controller-Treasurer-Tax Collector (ACTTC) - Appointment of Retiree Extra-Help

Recommended Action:

Pursuant to Government Code §7522.56, approve the appointment of Dawn Krautner as a Supervising Accountant, Retiree Extra-Help, in order to fill a critically needed position within 180 days of her retirement, with an appointment date as early as December 7, 2022.

Executive Summary:

Pursuant to the California Public Employees' Pension Reform Act (PEPRA), Government Code §7522 et. seq., an exception can be made to reappoint a retiree to extra-help, provided the governing body certifies that the appointment is necessary to fill a critically needed position, in those circumstances where 180 days from the date of retirement has not yet passed. This approval must be in a noticed public meeting and not on a consent calendar. The ACTTC is requesting the appointment of DAWN KRAUTNER as a Supervising Accountant in a retiree extra-help capacity to provide assistance provide critically needed training and transitional support to the EFS Team which has seen more than 50% turnover of staff over the past year.

Discussion:

Pursuant to the California Public Employees' Pension Reform Act (PEPRA), Government Code §7522.56, an exception can be made to reappoint a retiree as extra-help provided the governing body certifies that the appointment is necessary to fill a critically needed position, in those circumstances where 180 days from the date of retirement has not yet passed. This approval must be in a noticed public meeting and not on a consent calendar. PEPRA includes other requirements in order for a retiree to be eligible for an Extra-Help appointment, such as not having accepted a retirement incentive and not having accepted unemployment arising out of prior public appointment. The individual and delegated department staff have completed the Retiree Extra-Help Compliance Form certifying the appropriateness of the appointment.

DAWN KRAUTNER retired on October 4, 2022, after serving the County of Sonoma for over 35 years in a variety of roles, including nearly 10 years of experience working on the Enterprise Financial System project team (EFS Team). The ACTTC is seeking to appoint Dawn Krautner as a retiree extra-help Supervising

Accountant to provide critically needed training and transitional support to the EFS Team.

The EFS Team, which supports the County's financial and budgeting systems, has seen more than a 50% turnover in its eight-member team over the past year due to a combination of retirements and promotions, including retirement of the EFS Manager. While ACTTC made efforts to dual fill the Supervising Accountant position in advance of Ms. Krautner's retirement, the recruitment efforts were unsuccessful. A candidate has since been selected and started work in early November and the department believes it is essential to have Dawn Krautner available to train the new staff and provide critical transitional support to the team and system users. Ms. Krautner has been a part of the EFS Team since its initial implementation and has a unique understanding of both overall system operations and the functional nuances of the County's processes. This is a temporary appointment that is necessary to provide critical transitional support to the team and training to her successor. The ACTTC office has consulted with the Human Resources Department, which is supportive of the recommended action.

In accordance with Government Code §7522.56, the ACTTC office is asking the Board certify as follows:

- Dawn Krautner's appointment to Supervising Accountant is necessary to fill a critically needed position within 180 days of her retirement date;
- Dawn Krautner did not accept retirement incentives upon her retirement; and
- Dawn Krautner's appointment shall not exceed 960 hours per year.
- Per Internal Revenue Code section 401(a)(36), Dawn Krautner meets the requirement of being of normal retirement age.

If the Board of Supervisors makes the foregoing certifications, Dawn Krautner can be hired as of December 7, 2022, as a Supervising Accountant.

Strategic Plan:

N/A

Prior Board Actions:

None.

FISCAL SUMMARY

Expenditures	FY 22-23 Adopted	FY23-24 Projected	FY 24-25 Projected
Budgeted Expenses	\$25,000		
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			

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Fees/Other	\$25,000		
Use of Fund Balance			
Contingencies			
Total Sources	\$25,000		

Narrative Explanation of Fiscal Impacts:

This position will be funded with available appropriations within EFS Division budget, no impact to ratepayers.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

This is a Retiree Extra-Help appointment; no permanent allocations are being added or changed.

Attachments:

None.

Related Items "On File" with the Clerk of the Board:

None.