



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 3/16/2021

To: Sonoma County Board of Supervisors
Department or Agency Name(s): County Administrator's Office
Staff Name and Phone Number: Peter Bruland, (707) 565-2431
Vote Requirement: Majority
Supervisorial District(s): All

Title:

County Administrator's Office Appointment of Extra Help

Recommended Actions:

Pursuant to Government Code §7522.56 approve the appointment of Mary Booher as an Administrative Analyst III Retiree Extra-Help, in order to fill a critically needed position within 180 days of her retirement, with an appointment date as early as 3/16/2021.

Executive Summary:

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. The County Administrator's Office is requesting the appointment of Mary Booher as an Administrative Analyst III in a retiree extra-help capacity to provide assistance during the Fiscal Year 2021-22 budget cycle to temporarily backfill an employee out on leave.

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 will complete the Retiree Extra-Help Compliance Form certifying the appropriateness of the appointment.

Mary Booher served as an Administrative Analyst III and Principal Analyst with the Sonoma County Administrator's office from 8/20/2013 to 4/06/2018. During this time she served as liaison with a variety of Departments, including the Criminal Justice Departments and General Services. In this role, she was also responsible for coordinating the annual Capital Improvement Plan and Capital Improvement Budget in coordination with the General Services and Regional Parks departments. In 2018, Ms. Booher left the County of Sonoma to serve as the Assistant County Executive Officer for Napa County. On December 26, 2020, she retired from the County of Napa. Generally a retiree from a government agency in a different pension plan than the County of Sonoma would not require certification in order to serve as extra help in Sonoma County regardless of their date of retirement. However, because a portion of Ms. Booher's pension is with the Sonoma County Employee Retirement System, such dispensation is required as her retirement date is within 180 days, even though her separation from the County was earlier.

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Ms. Booher is a subject matter expert on several areas that will need attention during the Fiscal Year 2021-22 budget cycle, particularly the General Services and Capital Projects budgets. Due to employee leave, these areas will not have support in the County Administrator's Office during this time. Someone with this significant experience will be needed to assist in developing, vetting, and presenting these budgets to the Board of Supervisors for approval, as well as assisting the departments with board items and providing additional administrative oversight and support. The specific requirements and short timeframe needed to complete this work make Ms. Booher the ideal and the only available candidate.

In accordance with Government Code §7522.56, the County Administrator's Office is asking the Board certify as follows:

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

If the Board of Supervisors makes the foregoing certifications, Mary Booher may be hired as soon as 03/16/2021, as an Administrative Analyst III Retiree Extra-Help.

Prior Board Actions:

None

FISCAL SUMMARY

Expenditures	FY 20-21 Adopted	FY21-22 Projected	FY 22-23 Projected
Budgeted Expenses	\$40,000	\$16,000	
Additional Appropriation Requested			
Total Expenditures	\$40,000	\$16,000	
Funding Sources			
General Fund/WA GF	\$40,000	\$16,000	
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	\$40,000	\$16,000	

Narrative Explanation of Fiscal Impacts:

Costs associated with this extra help position will be absorbed within the County Administrator's Office Budget.

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

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

None

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

None