



Contra  
Costa  
County

To: Board of Supervisors  
From: Sharon L. Anderson, County Counsel  
Date: February 7, 2017

Subject: Temporary Employment Period for County Retiree

**RECOMMENDATION(S):**

1. FIND that the appointment of Liliana Rotzscher is necessary to fill a critically needed position; and
2. APPROVE and AUTHORIZE the temporary employment of Ms. Rotzscher, retired Civil Litigation Secretary, for the period February 7, 2017 through February 8, 2018.

**FISCAL IMPACT:**

If the request is granted, salary and related payroll costs will be no more than \$25,000 based on no more than 960 hours. Salary costs will be absorbed in the department's operating budget.

**BACKGROUND:**

Ms. Rotzscher retired from the Office of the County Counsel on July 1, 2012. During her tenure with the County, Ms. Rotzscher supported the General Law and Civil Rights and Litigation divisions. The work of the County Counsel's Office is confidential, fast-paced and highly specialized. Ms. Rotzscher will be used to backfill for members of our clerical staff on FMLA, vacation and similar extended leaves, which the department is unable to fill

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **02/07/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 7, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Wanda McAdoo,  
(925) 335-1811

with existing staff. Her familiarity with the state and federal courts, as well as the County Counsel's legal practice, makes this temporary employment the most efficient and cost effective way of meeting the department's immediate, short term needs.

CONSEQUENCE OF NEGATIVE ACTION:

Disapproval of this request will deprive the Department of needed expertise in the critical and time sensitive duties this office is called upon to perform.