



Contra
Costa
County

To: Board of Supervisors
From: Russell Watts, Treasurer-Tax Collector
Date: April 25, 2017

Subject: Request to Waive 180-day Sit-Out Period for Treasurer Tax Collector

RECOMMENDATION(S):

1. WAIVE the 180-day "sit-out period" for Fernando Bauzon, Accountant III, Treasurer-Tax Collector's Office;
2. FIND that the appointment of Mr. Bauzon is necessary to fill a critically needed position;
3. APPROVE and AUTHORIZE the hiring of county retiree Mr. Fernando Bauzon as a temporary County employee starting May 1, 2017 and serving no longer than December 31, 2017, as recommended by Treasurer-Tax Collector.

FISCAL IMPACT:

If the request is granted there will continue to be salary and employment tax payments for the hours provided. However, these costs will be offset by savings due to the difference paid in benefits to Mr. Bauzon and the salary differential by flexing the position to Accountant I.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/25/2017** ☒ 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: April 25, 2017

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

By: June McHuen, Deputy

Contact: Ronda Boler, (925)
957-2806

cc:

BACKGROUND:

The Treasury Unit consists of five full-time employees. Mr. Bauzon held a critical role in the unit as the Accountant with the responsibility for bank reconciliations of the various banks utilized by the County pool participants. Mr. Bauzon, who retired on March 30, 2017, has worked for the County for over 30 years. In addition, to his corporate knowledge and abundant experience, he has established well-maintained professional relationships with other County departments, school districts, special districts and agencies.

BACKGROUND: (CONT'D)

The Office has hired a replacement for Mr. Bauzon. However, as a tightly-staffed team, the training of his replacement will significantly impact the duties of the remaining Treasury team. As a temporary retiree, Mr. Bauzon will be able to minimize the disruption of the Treasury daily operations, help maintain the best customer service to the County, as well as train and transfer his knowledge and experience to his replacement.

CONSEQUENCE OF NEGATIVE ACTION:

The Treasurer-Tax Collector's Treasury Division's daily operations will be significantly impacted and may be unable to efficiently and effectively train a new staff member to perform monthly bank reconciliations and daily balancing of treasury accounting operations unless the position can be backfilled by Mr. Bauzon on a temporary basis.