



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: November 10, 2020

Subject: Health Services Department Authority for Relocation Expense Reimbursement Plan

RECOMMENDATION(S):

AUTHORIZE the Health Services Director, with the concurrence of the County Administrator or designee, to reimburse selected merit system physicians and selected classifications exempt from the merit system for expenses incurred in relocation to the San Francisco Bay Area for purposes of working for Contra Costa County Health Services Department.

The maximum amount reimburseable per individual new hire will be \$10,000.

Reimburseable expenses will include, but not be limited to:

- Costs incurred in one "house hunting" trip subsequent to accepting employment by Contra Costa County Health Services,
- Costs incurred in the packing and transportation of personal possessions, furniture, etc. including airfare, for the individual and any family members that are also being relocated; gas/mileage; hotel accommodations; meals; and other approved costs that may be incurred in the actual relocation to the job site area.

Relocation reimbursement may be paid to the individual after they begin full-time County employment and upon presentation of receipts for claimed expenses. In the event that the individual fails to work for Contra Costa County Health Services Department for a continuous period of six months after their start date, the full amount of any relocation reimbursement paid to the individual will become due and payable back to the County on the individual's separation date.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **11/10/2020** ☒ 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: November 10, 2020

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

By: June McHuen, Deputy

Contact: Patrick Godley,
925-957-5405

RECOMMENDATION(S): (CONT'D)

>Approval of the above recommendations, will supercede the Board's prior action of August 12, 2008 (Item C.67), which authorized a maximum amount of \$7,500 reimburseable per individual new hire.

FISCAL IMPACT:

It is anticipated that payment for relocation expense will occur on an infrequent basis. The annual estimated cost is \$7,500-\$20,000. Third party revenue will be claimed as appropriate.

BACKGROUND:

On August 12, 2008, Item C.67, the Board of Supervisors authorized the Health Services Director, with the concurrence of the County Administrator or designee, to reimburse selected merit system physicians and selected classifications exempt from the merit system for expenses incurred in relocation to the San Francisco Bay Area for purposes of working for Contra Costa County Health Services Department. The maximum amount reimburseable per eligible new hire was approved at \$7,500. The authorization has supported the department's recruitment efforts of physicians and certain in-demand exempt positions, which at times involves the individual relocating from other parts of California and the nation.

In consideration of the increasing costs of relocating expenses over the past 12 years, the department is requesting to increase the amount reimburseable from \$7,500 to \$10,000. This board order reflects the same reimbursement conditions as approved on August 12, 2008, with the exception of the maximum reimburseable amount. Approval of the recommendations will continue to support the department's recruitment efforts for these competitive positions.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, Contra Costa County Health Services Department may not be able to recruit qualified exempt employees and physicians.