



Contra
Costa
County

To: Board of Supervisors
From: Gus Kramer, Assessor
Date: February 28, 2023

Subject: Temporary Hire of a County Retiree and Waiver of the 180-Day "Sit-Out Period" for the Assessor's Office

RECOMMENDATION(S):

1. CONSIDER waiving the 180-day "sit-out period" for Diane Ramirez, Senior Real Property Technical Assistant, in the Assessor's Office.
2. FIND that the appointment of Ms. Ramirez is necessary to fill a critically needed position; and
3. APPROVE and AUTHORIZE the hiring of County retiree, Diane Ramirez, as a temporary County employee for the period of March 1, 2023 through February 29, 2024, as recommended by the County Assessor.

FISCAL IMPACT:

Salary costs are included within the Department's budget. The total cost for the requested period is approximately \$80,504.

BACKGROUND:

The Public Employee Pension Reform Act of 2013 requires that active members who retire on or after January 1, 2013 must wait 180 days after

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** ☒ 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
Ken Carlson, 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 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Gus Kramer, (925)
313-7500

cc:

BACKGROUND: (CONT'D)

retirement before returning to work as a temporary employee. The Act also allows the Board, based on a finding that the appointment is necessary to fill a critically needed position, to waive the 180 day "sit-out" period.

Ms. Ramirez retired from County service on February 25, 2023. She was hired in the Assessor's Office over 35 years ago. When she retired, Ms. Ramirez had over 23 years of experience in the Residential Division and over 21 years of experience as a Senior Real Property Technical Assistant. In her position, Ms. Ramirez was responsible for the acquisition, management and drawing of all residential plans for additions and new residential construction in east and central county. It is crucial that these tasks be completed so that appraisal staff in the Residential Division may value and complete new construction activities.

The Division's current workload is greater than prior roll years due to an increase in sales and new construction throughout the County. The Residential Division has been short-staffed, resulting in a large backlog of work. Ms. Ramirez is experienced and qualified to perform the necessary tasks to ensure the Department meets the State's requirement to deliver the assessment roll by July of each year. Due to staff shortages and an increased workload, the Department would like to hire Ms. Ramirez as a temporary employee from March 1, 2023 through February 29, 2024 to assist in the close of the assessment roll and to help complete the backlog of work.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to receive Board approval will create additional strain on existing staff in the Residential Division and could increase the risk that the Department will be unable to certify the assessment roll by the State's deadline.