



Agenda Date: 12/6/2005
Agenda Placement: 6V

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Mark Gregersen - Acting Director
Human Resources
REPORT BY: Barbara Scriven, Human Resources Analyst III, 253-4000
SUBJECT: Approval of Leave of Absence Without Pay - Child Support Services

RECOMMENDATION

Acting Human Resources Director requests a six (6) month extension of the Leave Without Pay for a Child Support Specialist II in Child Support Services through March 31, 2006.

EXECUTIVE SUMMARY

Pursuant to Section 56.2(a) of the MOU between SEIU Local 614 and the County of Napa regarding Leaves Without Pay in excess of one year, this item requests approval of a six (6) month extension of the leave without pay for a Child Support Specialist II in Child Support Services until March 31, 2006.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Child Support Services
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	None.
Consequences if not approved:	The employee has been unable to return to work due to medical reasons. The department has been using existing staff to absorb the workload of this employee and as a result will have a cost savings of \$31,118 through March 31, 2006. The department has no alternative but to request approval of an extension of the leave of absence at this time.

Additional Information:

ENVIRONMENTAL IMPACT

There is no Environmental Impact for this item.

BACKGROUND AND DISCUSSION

On February 24, 2004, the Board approved a leave of absence for a Child Support Specialist II who had been off work since October 27, 2003, due to a back injury and had exhausted all available leave balances as well as the Family Care and Medical Leave Policy. The employee underwent back surgery in February of 2004 and on May 25, 2004, the Board approved an extension to the original leave without pay request when the employee was unable to return to work as scheduled.

The employee's doctor has since provided several return to work dates that have resulted in further extensions. The employee continues to be under doctor's care and is not expected to return until mid December. The Acting Human Resources Director requests the Board approve extending the leave without pay through March 31, 2006 in order to allow additional time in the event that the return to work authorization is delayed and to allow time for the employer to engage in any required accommodation.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey