



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Health System



**Date:** May 1, 2015  
**Board Meeting Date:** May 19, 2015  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Jean S. Fraser, Chief, Health System  
Susan Kole, Director, Correctional Health Services

**Subject:** Resolution Certifying the Critical Need for Retiree Appointment

**RECOMMENDATION:**

Adopt a resolution authorizing the hiring of retiring Program Services Manager I, Shirley Lamarr, to an extra help position to assist in the recruitment and training of her successor as manager of the Choices Recovery Program and certifying, pursuant to Government Code 7522.56 (f) (1), that the nature of employment and appointment is necessary to fill a critically-needed position before the post-retirement 180 day separation period expires.

**BACKGROUND:**

The California Public Employees' Pension Reform Act, which is known as "PEPRA", requires a 180 day separation ("sit-out") period following the date of retirement for non-safety retirees who are re-employed by a public agency within the same retirement system unless the employer certifies that the appointment is necessary to fill a critically needed position.

**DISCUSSION:**

The Choices program is a therapeutic substance use treatment community within the Maguire and women's jails that is based on the Delancey Street model of substance use treatment. Shirley Lamarr was among the founders of the Choices program in 1994, after several years of specialized Delancey Street training, and she has managed the program since 2007.

Correctional Health Services (CHS) began succession planning for Ms. Lamarr's retirement in 2014, however, the person we expected to fill her position had to take an unexpected leave. CHS has started the process of recruiting for a new Program Services Manager, however, the position is not yet filled. Ms. Lamarr has been kind enough to delay her retirement as we seek a replacement, but she is unwilling to delay

any longer. She has put in her retirement notice with the last day of work day as May 29, 2015.

Choices is based on a specific substance use treatment therapeutic community model in which Ms. Lamarr has unique training and experience. Since we have been unable to identify a replacement for her prior to her departure, we need to have her immediately return to assist in the hiring process, to provide specialized training to her successor, and to ensure a smooth transition. Reporting to the CHS Clinical Services Manager II-Mental Health, Ms. Lamarr will not work more than 960 hours in 12 months.

County Counsel has reviewed and approved the resolution as to form.

**FISCAL IMPACT:**

There is no increase in net county cost associated with the recommended action. Appropriations to cover extra help costs are included in the CHS budget.