

RESOLUTION NO. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION DIRECTING THE COUNTY MANAGER TO IDENTIFY JOB CLASSIFICATIONS MOST CRUCIAL TO BUDGET CONTROL AND STABILIZATION; AND AUTHORIZING THE OFFER OF A CASH INCENTIVE TO SELECT EMPLOYEES IN THOSE JOB CLASSIFICATIONS TO VOLUNTARILY SEPARATE FROM COUNTY SERVICE IN ACCORDANCE WITH SPECIFIED TERMS

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, the County continues to experience the combined impact from the national economic downturn and the State's significant reduction in support to local governments; and

WHEREAS, the Board of Supervisors has directed the County Manager to develop and implement measures to reduce the County's on-going structural budget deficit; and

WHEREAS, one such measure is a program in which employees in classifications facing probable lay-off are offered a cash payment to end their employment, increasing voluntary employee attrition, reducing long-term salary expenditures, and minimizing involuntary employee separation through a lay-off process; and

WHEREAS, this Board finds that such a voluntary employee separation

program would result in savings to the County.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED as follows:

During 2012, the County Manager is directed to determine which job classifications are crucial to reducing the County's ongoing structural deficit and to offer this program to employees in those classifications, as he deems most advantageous to the County's interest. The County Manager shall proceed in accordance with the following criteria:

1. Selected job classifications must be impacted by planned budget reductions.
2. Payments to individual employees shall be limited to \$15,000 for current full-time employees who have been continuously employed by the County for the equivalent of at least five years (10,400 hours), and \$20,000 for current full-time employees who have been continuously employed by the County for the equivalent of at least ten years (20,800 hours).
3. The County will pay the first 6 months of the employer's share of post-employment health care premiums (in addition to any health premium credits to which the employee may already be entitled).
4. To be eligible to apply, an employee in any selected job classification

must satisfy all of the following requirements:

- a. Be in a paid status of a full-time regular employee (*i.e.*, extra help, provisional, and unclassified employees are not eligible) in the designated classification;
 - b. Have been employed by the County continuously for the equivalent of at least five years (10,400 hours);
 - c. Have not submitted notice of resignation or applied for retirement on or before the date the program is announced for his/her particular job classification.
5. The County Manager or his designee shall communicate additional guidelines as necessary.
 6. Employees who are selected will be barred from working for the County in any capacity for twenty-four months, including as a regular employee, extra help, working retiree, independent contractor, consultant, or any other similar relationship such as directly providing services to the County as an employee for a contractor or consultant doing business with the County.

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