



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Information Services



**Date:** August 31, 2016  
**Board Meeting Date:** November 1, 2016  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Jon Walton, CIO/Director, Information Services Department

**Subject:** Resolution certifying the critical need for Retiree Appointment

**RECOMMENDATION:**

Adopt a resolution authorizing the hiring of retired Financial Services Manager II Candi Clarno as Extra Help in order to provide urgent assistance in financial planning and rate establishment for the Fiscal Year 2017-19 budget process, and certifying, pursuant to Section 7522.56(f)(1) of the Government Code, the nature of employment and the necessity to fill a critically needed position before the post-retirement 180 day separation period expires.

**BACKGROUND:**

On September 12, 2012, the California Public Employees' Pension Reform Act, which is known as "PEPRA" (Assembly Bill 340), was signed into law effective January 1, 2013. Additionally, Assembly Bill 197, which amends a portion of the 1937 Act, was signed into law the same date to be effective January 1, 2013. Pursuant to this legislation, Government Code § 7522.56 requires a 180 day separation period following the date of retirement for non-safety retirees who are re-employed by a public agency within the same retirement system as an employee or through a contract, unless the employer certifies that due to the nature of the position, the appointment is necessary to fill a critical need before the separation period has passed.

**DISCUSSION:**

Ms. Clarno has served the Information Services Department (ISD) as a Financial Services Manager II for 20 years until her retirement on August 29, 2016. In this role, Ms. Clarno was primarily responsible for the creation and management of ISD budget, an increasingly complex budget and financial management system. Due to the small size of the ISD Finance Team, Candi's unique multi-year knowledge of the creation, and impact analysis, of ISD budget and rates is unique and impossible to recreate on short notice.

While ISD has opened a recruitment for a new Financial Services Manager, a new person was not able to be hired within the 30 days before Ms. Clarno retired. Given that there are time sensitive accounting deadlines for the current fiscal year, as well as accurate and detailed budget projections needed for Fiscal Year (FY) 2017-19 in the upcoming weeks, it is very important that ISD bring Ms. Clarno back in a limited capacity to advise the remaining ISD Financial staff on budget matters and provide a knowledge transfer to the new Financial Systems Manager. Without Ms. Clarno's assistance, ISD will be significantly impacted in our ability to set our rates for the FY17-19 budget, which has broad impact on the departments that we serve.

Ms. Clarno will be paid \$64.73 per hour for her assistance for a period not to exceed 560 hours in the current fiscal year. This rate is equivalent to the hourly rate of pay for a Financial Services Manager, Ms. Clarno's former position.

For the exception to apply, legislation requires that your Board approve the appointment by resolution, in a public meeting, and that the item not be placed on the consent calendar.

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

This Resolution contributes to the Shared Vision 2025 Collaborative Community goal by establishing updated and accurate ISD rates in a timely fashion as to ensure that County departments are able to allocate sufficient funding for ISD technology services during their FY 2017-19 budget development process.

**FISCAL IMPACT:**

There is no increase in net county cost associated with the recommended action. Appropriations to cover this cost are included in ISD's FY 2016-17 Recommended Budget.