



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: CEO/Human Resources
Department No.: 064
For Agenda Of: 1-13-09
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Michael F. Brown, County Executive Officer 568-3404
Susan Paul, Asst CEO/HR Director 568-2817
Contact Info: Jeri Muth, Asst HR Director 568-2816

SUBJECT: Tea Fire Employee Assistance Program

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: N/A

Other Concurrence:

As to form: Yes

Recommended Actions:

That the Board of Supervisors adopt an assistance program for the four County of Santa Barbara employees who lost or experienced significant damage to their residences as a result of the November 2008 Tea Fire as follows:

1. Authorize the Auditor-Controller to add 40 hours of personal leave time to the leave balances for each of the employees to be used solely for the purpose of dealing with matters related to the loss or damage of their residences;
2. Authorize the four employees to cash in up to an additional 80 hours of their existing vacation balances; and
3. Authorize the employees to use up to 40 hours of their existing sick leave balances for the purpose of dealing with matters related to the loss or damage to their residences.

Summary Text:

The proposed Tea Fire Employee Assistance Program will provide time and vacation cash out benefits on a one-time basis for the four County employees whose residences were destroyed or significantly damaged by the November 2008 Tea Fire.

Background:

The Tea Fire began on Thursday, November 13, 2008. As a result of the fire, approximately 210 residences were destroyed and nine were damaged. Four County employees were victims of the fire:

- A Service Employees International Union, Local 620 employee in the District Attorney's Office;
- A Service Employees International Union, Local 620 employee in the Agricultural Commissioner's Office;
- A Union of American Physicians and Dentists employee in Alcohol, Drug and Mental Health Services; and
- A management employee in the Department of Social Services.

The process of recovering from the destruction of home and property from a fire is a time-consuming and challenging process. Employees must resolve insurance issues, relocate, some may rebuild, and property must be replaced. Providing these employees with additional leave balances and allowing them to cash in up to 80 hours of their existing leave balances will provide them with some assistance as they work through these difficult issues.

Staff has discussed the proposed assistance program with the affected labor organizations and departments and all parties are supportive of the Board's adoption of the proposed program.

Fiscal and Facilities Impacts:

Should all four employees choose to cash in 80 hours of vacation, the cost to each department is estimated as follows:

- | | |
|--|-----------------|
| • Agricultural Commissioner - | \$ 2,030 |
| • Alcohol, Drug and Mental Health Services - | \$ 7,541 |
| • Department of Social Services - | \$ 3,799 |
| • District Attorney - | <u>\$ 1,902</u> |
| | \$15,272 |

Staffing Impacts:

None.

Special Instructions Forward copies of the Minute Order to the Auditor-Controller and to Jeri Muth, CEO/Human Resources.