

- **Board of Directors**
Legal and Human Resources Committee

April 10, 2007 Board Meeting

7-3

Subject

Authorize increase in funds allotted for temporary personnel in the amount of \$87,000

Description

The Board authorized \$836,800 in FY 2006/07 as the budgeted amount allotted for temporary labor. The budget was based on the projected use of temporary labor by each Group and Department for FY 2006/07. The actual use of temporary labor requires an increase of \$87,000 for services needed through the end of the fiscal year. The increase of agency temporary labor is due to higher than expected number of retirements, special compliance projects, and other projects requiring special expertise to perform the work.

Temporary personnel are used for assistance during peak workloads, for term-limited assignments on specific capital and O&M projects, to provide coverage for regular employees on long-term leave, or while a position is in the recruitment process. The current agency temporary workers are assigned to Human Resources, Water Quality, Business Services, Information Technology and Water System Operations.

Metropolitan is adhering to the requirements of Operating Policy H-08 (Temporary Labor), and is continuously reviewing its procedures to ensure that the use of temporary workers is consistent with legal requirements.

Policy

Prior board action

California Environmental Quality Act (CEQA)

CEQA determination for Option #1:

The proposed action is not defined as a project under CEQA, because it involves continuing administrative activities, such as general policy and procedure making (Section 15378(b)(2) of the State CEQA Guidelines). In addition, the proposed action is not subject to CEQA because it involves the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project, which may result in a potentially significant physical impact on the environment (Section 15378(b)(4) of the State CEQA Guidelines).

The CEQA determination is: Determine that the proposed action is not subject to CEQA pursuant to Sections 15378(b)(2) and 15378(b)(4) of the State CEQA Guidelines.

CEQA determination for Option #2:

None required

Board Options

Option #1

Adopt the CEQA determination and authorize increase in funds allotted for temporary personnel in the amount of \$87,000.

Fiscal Impact: \$87,000 increase to budgeted funds for temporary personnel for FY 2006/07

Business Analysis: Critical projects and work assignments will be completed with necessary expertise.

Option #2

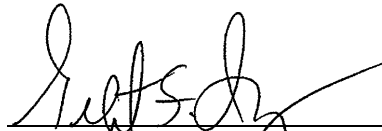
Do not approve increase of \$87,000 allotted for temporary personnel.

Fiscal Impact: None

Business Analysis: Critical projects and work assignments will be delayed due to the lack of personnel to perform the work.

Staff Recommendation

Option #1



Gilbert F. Ivey
Chief Administrative Officer

3/28/2007
Date



Jeffrey Kightlinger
General Manager

3/28/2007
Date