



County of El Dorado
OFFICE OF AUDITOR-CONTROLLER

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JOE HARN
Auditor-Controller

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Assistant Auditor-
Controller

July 20, 2026

Board of Supervisors
330 Fair Lane
Placerville, California 95667

RE: Overlap Hiring for Retiring Auditor-Controller Staff

Ladies and Gentlemen:

Recommendation

Auditor-Controller recommending the Board of Supervisors approve and authorize transition overlaps, as stated below, in accordance with El Dorado County Personnel Rules, Part 11-Appointments, Section 1106-Training/Transition Overlap.

- One Accountant/Auditor, effective upon Board approval of this item
- One Administrative Technician, effective August 8, 2026 (Pay Period 18)
- One Accounting System Administrator, effective September 5, 2026 (Pay Period 20)
- One Sr. Administrative Analyst, effective September 5, 2026 (Pay Period 20)

Reason for Recommendation

Seven employees from the Auditor-Controller's office are participating in the Retirement Incentive Program (RIP), resulting in a loss of over 225 years of experience and over 20% of allocated positions. The department has received written notice from all participants.

El Dorado County Personnel Rules, Part 11-Appointments, Section 1106-Training/Transition Overlap allows for the Chief Administrative Officer and Director of Human Resources to approve requests for a thirty (30) day transition and training overlap. However, due to the complexity of these positions, the impact of multiple retirements within a small time span, and the scope of services requiring comprehension and proficiency, the Auditor-Controller is requesting the Board approve an extended transition period that shouldn't exceed 90 days.

Due to specialized positions in comparatively small Auditor-Controller units, adequate time is needed to sufficiently train these new hires. A succession plan allowing for incumbents to train new employees is critical. The majority of the overlap time will take place during or immediately following one of the Auditor-Controller's busiest times of the fiscal year, providing both valuable training opportunities and contributing to the need for extended overlap.

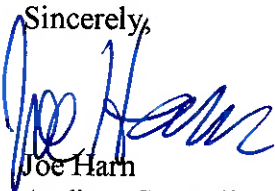
Fiscal Impact

There should be adequate appropriations in the Auditor-Controller's budget to cover some overlap of positions for the purpose of training, however additional appropriations may be required to cover the retirees' accrual payouts.

Action to be Taken Following Approval

Clerk of the Board to provide Certified Minute Order to the Auditor-Controller's Office, 360 Fair Lane, Placerville, CA.

Sincerely,



Joe Harn
Auditor-Controller