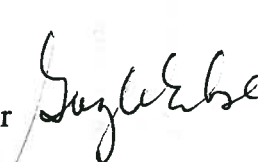


EL DORADO COUNTY CALIFORNIA
Chief Administrative Office

October 5, 2009

Memo To: Board of Supervisors
From: Gayle Erbe-Hamlin, Chief Administrative Officer 
Subject: October 6, 2009 BOS Agenda Item #20 - Early Retirement Incentive Program Applications

On September 22, 2009 the Board authorized the CAO and Human Resources to proceed with implementing an Early Retirement Incentive Program. Department Heads identify eligible employees who occupy positions that they are able to either eliminate or a through a restructure achieve substantial savings. Identified employees have until November 1, 2009 to apply for the Early Retirement Incentive Program. Every Board meeting until November 3, 2009 will have an agenda item whereby applications received in the prior week can be brought to the Board for approval.

In this the first week of the application process six eligible employees have submitted applications approved by their Department Head and one has been submitted by a Department Head. The six employees occupy positions that will be eliminated and the Department Head retirement would allow a restructuring that results in savings. I have approved all the requests. A listing of the positions, the associated costs and savings is attached to this memo.

I am asking the Board to approve the six early retirement incentives resulting in position eliminations and to conceptually approve the one requiring a restructuring in the Department of Veterans Affairs. I would like the upcoming week to discuss the succession plan with the Veteran's Commission at their Friday meeting prior to bringing it to the Board for final approval. Upon the Board's approval of these applications Human Resources will provide the employee with a Release and Separation Agreement to sign which will identify their retirement date. Upon signature they will have a 10 rescission period. After the application period closes and all the rescission periods end an amended Personnel Allocation deleting the affected positions will be brought for Board approval for those positions not deleted during the Addenda process.

Cc Allyn Bulzomi, Director of Human Resources
Louis Green, County Counsel

Submitted by Gayle E. Hamlin
#20
at Board Hearing of 10/6/09

Early Retirement Incentive Applications as of October 5, 2009

Department	Employee	Job Classification	Years of Service	Early Retirement Incentive (ERI) Payment	3 year savings from eliminating position	3 year savings from restructure
Auditor District Attorney District Attorney	Terry Hanks	Fiscal Technician	8.8	13,200	141,954	
	Nancy Hayes	Legal Secty II	25.6	38,400	138,897	
	Robert Brown	Chief Investigator Medical Office	31.87	47,805	467,054	
Health Services Probation	Nancy Hyzer	Coordinator	22.96	34,440	161,528	
	Deborah Moser	Sr. Legal Secty Deputy Chief	18.7	28,050	171,722	
Probation Veterans Services	C. Steven Maxwell	Probation Officer Veterans Service	20.66	30,990	349,662	
	Rodney Barton	Officer	31.13	46,695		135,500
Subtotal				239,580	1,430,817	135,500
Total ERI Cost				239,580		
Total 3 year Savings						1,566,317