October 31, 2017

Marin County Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Approval of a one-time allocation of additional vacation time for Marin County employees who lost their homes in the Sonoma/Napa Wildfires

Dear Board Members:

RECOMMENDATIONS: It is the recommendation of Human Resources and the County Administrator’s Office that your Board approve the following action, effective October 22, 2017:

1. Allocate up to 80 hours of additional vacation leave for each of the seven County of Marin employees who lost their homes in the Sonoma/Napa Wildfires that began on October 8, 2017

SUMMARY:

Devastating fires swept through Sonoma and Napa Counties beginning on Sunday evening, October 8, 2017, lasting nearly two weeks and displacing thousands of residents in both counties. Seven Marin County employees lost their homes and nearly all their possessions. Human Resources and the County Administrator’s Office reached out to each employee to see how we could best assist them during this difficult time. Overwhelmingly, we heard that their biggest concern was having adequate paid leave to use while attending to the many details of cleaning up, handling insurance claims, finding temporary residences, and the many other tasks they would need to oversee. Providing each employee with up to 80 hours of additional leave will allow them to time to handle these matters.

Other assistance the County is providing to those who have lost their homes includes:

- Marin County Employees Wildfire Relief Fund
- Short term, 0% interest loans from the Marin County Federal Credit Union
- Off-site enrollment sessions with the HR Benefits team in Sonoma/Napa
- Additional options to flex work time and to telework as necessary

Human Resources will continue to stay in contact with these employees to address any other concerns or needs they may have.
FISCAL IMPACT: Approval of this action will have no immediate impact on FY17/18 budget. The total maximum value of these hours is $24,571 and the actual value would depend on the usage of leave over time.

REVIEWED BY:

[X] County Administrator
[ ] County Counsel
[ ] Department of Finance
[X] Human Resources

Respectfully submitted,

Lisa Baker
Assistant Director of Human Resources

cc: Mary Hao, Director, Human Resources
    Dan Eilerman, Assistant County Administrator
    Angela Nicholson, Assistant County Administrator
    Bret Uppendahl, Budget Manager, CAO