



CALAVERAS COUNTY BOARD OF SUPERVISORS AGENDA SUBMITTAL

Short Name/Subject Appointment of CAO - Albert G. Alt	Board Meeting Date April 16, 2019	Agenda Number 2
Dept: Administrative Office Div: Human Resources Contact: Judy Hawkins Phone: 209-754-6772	Supervisory District Number	Regular Agenda
Published Notice Required? No Public Hearing Required? No		Estimated Time: 20 Minutes
Type of Document? Resolution PowerPoint Presentation Included? No Budget Transfer Included (Must be signed by Auditor)? No Complete Agreement Required? No Position Allocation Change? No		

RECOMMENDATION:

Adopt a Resolution Appointing the County Administrative Officer and Approve and Authorize the Board Chair to sign the Employment Agreement.

DISCUSSION/SUMMARY:

The position of County Administrative Officer (CAO) was vacated by resignation and effective January 3, 2019. The County of Calaveras Board of Supervisors directed the Human Resources Department to conduct a comprehensive recruitment for a new County Administrative Officer.

With the completion of the of the initial recruitment process by Human Resources, which produced a qualified pool of candidates, a selection panel held interviews and recommended the most qualified CAO candidates to the Board of Supervisors for interviews which took place on March 5, 2019 in closed session. As the final step of the recruitment process the Board of Supervisors held a closed session, pursuant to Government Code Section 54957, on March 26, 2019 and unanimously voted to appoint Dr. Albert G. Alt as the County Administrative Officer (CAO) and directed staff to negotiate the employment agreement, make a conditional offer of employment and conduct the background check. Further, and as a result of that action, the Board wishes to enter into an Employment Agreement (attached) with Dr. Alt for County Administrative Officer services with an employment effective date of April 27, 2019.

Dr. Alt brings to Calaveras County significant experience in fiscal responsibilities, managing general fund budgets up to \$400 million and capital improvement budgets up to \$600 million. In Dr. Alt's various roles as Vice Chancellor and Chief Financial Officer, he has had the opportunity to lead strategic financial planning including budget development and debt issuance to support strategic objectives. Outside of finance, Dr. Alt has experience in the areas of Human Resources, Risk Management and Labor Negotiations. Other positions held by Dr. Alt include Vice President of College and Administrative Services, and Director of Human Resources. Dr. Alt has earned a doctorate in education leadership from Drexel University and a Master's in Business Administration. He is currently in the process of becoming a Certified Public Finance Officer through the Government Financial Officers Association.

One of the most important traits that Dr. Alt brings to Calaveras County is a “strong commitment to the County’s rural community character”. Dr. Alt is a resident of Calaveras County and serves on several commissions and committees within the County.

FINANCING:

The Administrative Office will absorb any salary and benefit overages within the existing budget for Fiscal Year 2018/2019 and request a future adjustment if necessary.

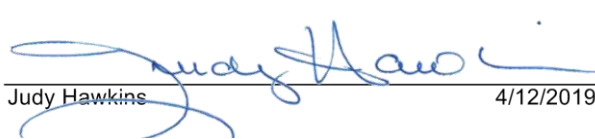
ALTERNATIVES:

There are no recommended alternatives since the Board of Supervisors has already unanimously voted to appoint Dr. Alt to the position of CAO. This resolution is memorializing the vote made on March 26, 2019.

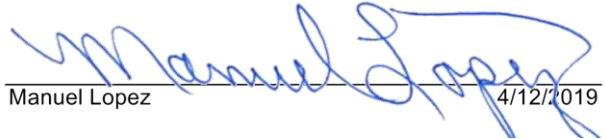
OTHER AGENCY INVOLVEMENT:

Interim CAO, Board of Supervisors

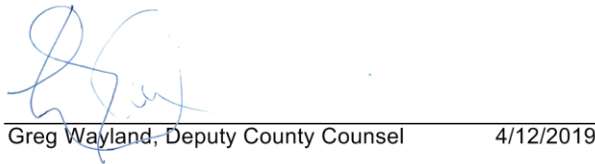
APPROVED BY:



Judy Hawkins 4/12/2019



Manuel Lopez 4/12/2019



Greg Wayland, Deputy County Counsel 4/12/2019



Diane Severud, Deputy Clerk of the Board of Supervisors 4/12/2019

BOARD OF SUPERVISORS, COUNTY OF CALAVERAS
STATE OF CALIFORNIA
April 16, 2019

Resolution
No. (ID # 4500)

**A RESOLUTION APPOINTING AND ESTABLISHING
COMPENSATION OF COUNTY ADMINISTRATIVE
OFFICER.**

WHEREAS, the Board of Supervisors, County of Calaveras, seeks to appoint a County Administrative Officer (CAO); and

WHEREAS, the Board of Supervisors, County of Calaveras, wishes to enter into an Employment Agreement for County Administrative Officer Services; and

WHEREAS, the Board of Supervisors, County of Calaveras, proposes a \$89.63 per hour wage; and

WHEREAS, the Board of Supervisors, County of Calaveras, proposes a credit of seniority of 6 years; and

WHEREAS, the Board of Supervisors, County of Calaveras, proposes a \$500 per month automobile allowance to cover travel necessary to perform the duties of CAO; and

WHEREAS, the Board of Supervisors, County of Calaveras, proposes crediting 24 hours of vacation leave upon start date; and

WHEREAS, the Board of Supervisors, County of Calaveras, proposes a vacation accrual at the rate of 120 hours annually; and

WHEREAS, the Board of Supervisors, County of Calaveras, proposes crediting 45 days (360 hours) of sick leave upon start date and accrue sick leave as set forth in Calaveras County Code, Section 2.64.675; and

WHEREAS, the Board of Supervisors, County of Calaveras, proposes that upon extension of the Employment Agreement for an additional 3 years an additional month of compensation will be paid; and

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors, County of Calaveras, hereby appoints Albert G. Alt as County Administrative Officer and approves the above mentioned salary and benefits pursuant to the Board's offer of employment.

NOW, THEREFORE BE IT FURTHER RESOLVED that the Board of Supervisors, County of Calaveras, hereby approves and authorizes the Chair to sign the Employment Agreement for County Administrative Officer Services.

Chair

ATTEST

Rebecca Turner, Ex-Officio Clerk
of the Board of Supervisors, County of Calaveras

Deputy Clerk