



# Finance Professional/Retired Annuitant Classification

Personnel Committee Meeting  
June 3, 2020



# Finance Division Overview



- Administers District's financial activities under Finance Manager direction as part of Business Services Department
- Division Staffing: One Finance Manager, one Senior Accountant, three Accounting Technicians
- Finance Manager position has been vacant dating back to November 2018
  - District has utilized temporary and contract services to augment resource needs

# Finance Division

## Recent District Actions



- Following multiple Finance Manager recruitment efforts that did not result in a selected candidate, the District:
  - Temporarily suspended recruitment efforts to reevaluate future recruitment and staffing strategies
    - Competitive labor market with limited candidate pool with requisite highly-technical skillset and range of finance experience
  - May 4, 2020: Assigned Senior Accountant as Acting Finance Manager; assigned Accounting Technician as Acting Senior Accountant
  - Developed new Finance Professional/Retired Annuitant position

# Finance Professional/Retired Annuitant Position Overview



- District requires this new classification to:
  - Meet workload and staffing needs
  - Perform highly-technical, specialized finance functions
  - Support organizational improvement through completion of special project initiatives
  - Enhance professional development in Finance Division through mentoring, coaching, and training
- Key Qualifications
  - Experienced, highly-technical finance professional
  - Public fund accounting, finance, and budgeting knowledge and experience
  - Local government, public sector experience

# CalPERS Requirements for Hiring Retired Annuitants



- CalPERS allows for limited duration employment for specific purposes (labor resource, special projects)
- Specific conditions for employing a retired annuitant:
  - Hired into a designated retired annuitant position
  - 180-day waiting period after retirement date before returning to work for a CalPERS employer
  - Compensation must be according to an established pay rate for a classification on the agency's salary schedule
  - Receives no other compensation or benefits; does not accrue service credit or any additional retirement rights or benefits
  - Limited to a maximum of 960 hours within a fiscal year (July 1 to June 30), without exception
  - Agency must adopt a resolution approving a job description and salary range for retired annuitant position

# Finance Professional/Retired Annuitant Position Development



- Staff has developed the proposed job description and salary range (expressed as hourly rate per CalPERS)
  - Monthly Salary Range: \$11,244.70 - \$14,043.09  
(equivalent to Finance Manager position)
- Position is temporary, non-classified, does not receive benefits (other than required by law), and is not represented by Management Association (MA) bargaining unit
  - District has reviewed job description with MA, which concurs with role and does not foresee impacts to members

# Recommendations

- Provide comments on the Finance Professional/ Retired Annuitant classification, job description, and salary schedule
- Recommend consideration of a resolution to adopt a job description and salary schedule at the June 10, 2020 Board meeting