

JEFFERY S. BURGH
AUDITOR-CONTROLLER

COUNTY OF VENTURA
800 SOUTH VICTORIA AVE.
VENTURA, CA 93009-1540



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September 12, 2023

Board of Supervisors
County of Ventura
800 South Victoria
Avenue Ventura,
California 93009

Subject: Approval for Jeffery S. Burgh to Appoint Joanne McDonald as an Extra-Help Employee to Fill a Critically Needed Position Related to the Ventura County Financial Management System ("VCFMS") Upgrade Project; Certify the Nature of Ms. McDonald's Employment and Appointment in Accordance with Government Code Section 7522.56, Subdivision(f)(1)

Recommendations:

It is recommended that your Board:

1. Certify the nature of employment of Joanne McDonald as a retired annuitant assisting the County and Auditor-Controller's Office and find that her employment is necessary to fill a critically needed position before 180 days have passed since her retirement from the County of Ventura in accordance with Government Code section 7522.56 subdivision (f)(1) for the reasons set forth in this letter; and
2. Approve the appointment by Jeffery S. Burgh of Joanne McDonald as a retired annuitant, extra-help employee assisting the County and Auditor-Controller's Office to manage the VCFMS Upgrade Project in the Auditor-Controller's Office.

Fiscal Impact:

Mandatory:	No
Source of Funding:	Existing Fiscal Year Auditor-Controller's Office Budget
Funding Match Required:	No
Impact on Other Departments:	None

Discussion:

CGI Advantage is an enterprise-wide application used by the County for Accounting, Financial Reporting, Procurement, and Business Intelligence Reporting. The CGI Advantage application was last upgraded to Version 3.10 which went live in July 2015. On July 11, 2023 your Board approved the \$5,690,200 upgrade to CGI Advantage 4.0, the VCFMS Upgrade Project, anticipated to go live August of 2024. Today I am asking your Board to approve the appointment of Joanne McDonald as an Extra-Help employee to manage the VCFMS Upgrade Project for the Auditor-Controller's Office.

Ms. McDonald, who formally retired as Assistant Auditor-Controller on May 31, 2023, has been an integral part of upgrade efforts to date and her continued involvement will help insure a successful implementation. Ms. McDonald brings a wealth of background knowledge, experience, and credibility to this upgrade project based on her over 20 years of work in this office.

Pursuant to Government Code section 7522.56, County retirees are required to have a separation from service ("sit out period") of 180 days between retiring and returning to work for the County, at which time they may work no more than 960 hours per fiscal year. However, Government Code section 7522.56, subdivision (f)(1), allows a retiree to be employed before 180 days have passed if the County certifies the nature of the employment and that "the employment is necessary to fill a critically needed position." Further, under section 7522.56(f)(1), the appointment must be approved by the governing body at a public meeting as part of the regular meeting agenda. Given Ms. McDonald's extensive and unique experience and background, and the crucial timing and opportunities on the VCFMS Upgrade Project currently before us, I believe it is critical that we bring Joanne back to assist the County and my office on this project for a period of time and I am grateful for her willingness to do so.

The funds for Ms. McDonald's employment are available within the Auditor Controller's Office's existing year's office budget. As an extra help employee Ms. McDonald will be paid at the rate of her previous hourly base rate and will not receive any additional benefits or incentives.

I am, therefore, requesting my colleagues on the Board to approve the subject recommendations in this letter allowing Joanne to be appointed an Extra-Help employee.

This letter has been reviewed by the County Executive Office and County Counsel.

If you have any questions regarding this letter, I may be contacted at (805) 654-3151.

Thank you,

A handwritten signature in blue ink, appearing to read 'Jeff Burgh', with a large, stylized loop at the end.

Jeff Burgh
County Auditor-Controller