

MEMO

TO: Human Resources Committee
FROM: Sandy Matz, Human Resources Director
DATE: March 5, 2020
SUBJECT: **Request to Over Hire – Health Officer**

As you are aware, our Health Officer, Kurt Eggebrecht, will be retiring in June of this year. To allow for a smoother transition between Kurt and the newly hired Health Officer, we are requesting approval to over hire for this position. We anticipate the over hire to be between two weeks and thirty days. The fiscal impact for a thirty day over hire is approximately \$12,000. Some of the money would be covered by vacant salary dollars from other positions within the Health Department and any remaining amount would be covered by wage reserve.

Please let me know if you have any questions regarding the request.