



STAFF REPORT

To: SBWMA Board Members
From: Kevin McCarthy, Executive Director
Date: September 11, 2014 Special Board of Directors Meeting
Subject: Hiring New Finance Manager in Spring 2015

Recommendation

This staff report is for discussion purposes only and no formal action is requested of the Board of Directors.

Background

The adopted FY1415 budget documents noted the hiring of a new Finance Manager by April 1, 2015 to replace the existing Finance Manager who plans to retire in the fall of 2015; this will result in some staffing overlap in FY1415 and FY1516 to ensure a successful transition given the critical nature of this position. It is currently assumed that the existing Finance Manager will remain full-time through the period in which the FY1516 budget is adopted (June 2015) and part-time from July through September 2015 to ensure continuity during the annual review of the contractor compensation applications.

Given the critical nature of this position, staff plans to include two Board Members on the interview panel. Staff will provide details at a later date regarding the recruitment and hiring process.

Fiscal Impact

The FY1415 budget includes an estimated expense of \$43,000 for an overlap period between the current and new Finance Manager and \$25,000 in recruitment expense. Additional expense will be budgeted in FY1516. The actual fiscal impact is unknown at this time.