

# SHASTA LAFCO

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## **Report to the Shasta Local Agency Formation Commission**

**From: Jan Lopez, Executive Officer**

**Meeting Date: January 9, 2013**  
**Agenda Item #: 11.a. (1)**  
**Subject: Staffing Report (Information Only)**

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### **Background and Discussion**

In an effort to control personnel costs, we have engaged Express Personnel to provide and manage our part-time personnel activities. This move has proven to be very effective. As we prepare for the new budget session, we will be examining continuation of this approach during the next fiscal year as well, and will report our findings back to the Commission.

With the assistance of our two part-time temporary staff, our office is now able to be open from 9:00 a.m. to 4:00 p.m. on Monday through Thursday, with appointments available on Fridays. We are no longer closed during the lunch hour because we stagger their schedules.

Kari Pearson has undertaken the important role of providing support with the analyst work on the special studies due to the continuing absence of Marissa Jackson. Kathy Bull is focussed significantly on efforts to stabilize our fiscal and administrative operations, and provide the Commission with useful and accurate financial reports.

Marissa Jackson remains off work due to continuing treatment for her September 2013 non-work injury.

### **Conclusions and Recommendations**

Update only. No action required.