

Staff Report

Subject: UGA Extension Office staffing agreement amendment
Author: Mark W. Barnes, Finance Director
Department: Finance
Meeting Date: 10/17/23
Item Description: Consideration to approve the FY 2024 UGA Extension Office personnel agreement amendment

Summary Recommendation:

Staff is requesting approval of the FY 2024 UGA Extension Office personnel contract amendment.

Executive Summary:

The UGA Extension Office wishes to amend their FY 2024 staffing contract to reflect an increase in hours for a part time position. The original contract allowed for 19 hours per week, while this amended contract allows for 29 hours per week for this part-time position.

Background:

1. As in FY 2023, this FY 2024 contract is for six positions.
2. The original FY 2024 contract was approved at the 7/18/23 meeting.
3. The original FY 2024 contract was for \$219,579 per year, this amendment will bring that total to \$234,215 per year.
4. Actual expenses for the contract could be lower, depending on insurance selections when vacancies are filled.
5. This contract change will require a budget amendment.

Alternatives for Commission to Consider:

1. Approve the FY 2024 UGA Extension Office personnel agreement amendment.
2. Do not approve the FY 2024 UGA Extension Office personnel agreement amendment.
3. Provide staff with direction.

Recommended Alternative:

Staff recommends Alternative number 1 – Approve the FY 2024 UGA Extension Office personnel agreement amendment.

Other Alternatives:

N/A

Department Review: *(list departments)*

Finance

Funding Source:

General Fund, UGA Extension Office department

Attachments:

FY 2024 UGA Extension Office personnel agreement