

STAFF REPORT



SUBJECT: Seasonal Employee Pool for Erath County Vaccination Center

DEPARTMENT: Administration

STAFF CONTACT: Allen Barnes

RECOMMENDATION

Approve the creation of a seasonal employee pool for the Erath County Vaccination Center

BACKGROUND

The Erath County Vaccination Center is a joint project with the City of Stephenville and Erath County. As of this writing, the center has provided over 2,000 first and second rounds of the COVID 19 vaccine. Since its beginning last month, the center has worked with a combination of volunteer and paid personnel. We are beginning to see a significant reduction in our volunteer force.

After consultation with the command staff at the center, our leadership team, and Judge Campos we determined that the best potential alternative to insure steady staffing for data entry personnel would be to create a pool of seasonal employees similar to the pool that is used for Splashville lifeguards. It is estimated that current needs are approximately 23 clerical personnel daily. We also estimate that this number will be reduced as much as by half when the new software is installed and active.

We are recommending that all persons in the pool be paid \$12 per hour with a workweek of 20 hours per week or less. This will keep these personnel from being subject to insurance and retirement benefits. With 23 slots at \$12.00 per hour, and assuming the center will be open 40 hours per week, our estimate for salary is approximately \$12,000.

On Thursday February 25, 2021 the County Commissioners Court, the Commissioners agreed to pay one-half of the expenses so long as a report would be made to both them and the council on a monthly basis.

FISCAL IMPACT SUMMARY

We estimate the cost to be \$12,000 per week.

ALTERNATIVES

Continue to work with volunteers and limit the number of appointments for vaccinations based on volunteers available.