



Board Summary Report

File #: 25-143

Agenda Date: 2/25/2025

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To: Board of County Commissioners

Through: Patrick Hernandez, Human Resources Director

Prepared By:

Mary VanDeroef, Human Resources Division Manager

Subject:

Resolution to Authorize the Chair to execute a severance and release agreement with Tiffany Key

Purpose and Request:

The purpose of this request is to obtain authorization for the Chair of the BOCC to sign the Agreement Regarding Terms of Severance Package and Release for Tiffany Key pursuant to the terms of the agreement contained therein.

Background and Discussion: The Agreement relates to the restructure of the Human Resource Department, effective February 21, 2025. The position of Leave Administrator was held by Tiffany Key.

This agreement was the result of a negotiated agreement. It provides that Tiffany Key will receive 4 weeks gross salary and in exchange, Tiffany Key will agree to release the County and the Human Resource Department from any lawsuit relating to the restructure.

Alternatives: None.

Fiscal Impact: According to the Agreement, Tiffany Key will receive a severance payment equal to 4 weeks gross salary. The fiscal impact will not be significant.

Alignment with Strategic Plan:

- Be fiscally sustainable
- Provide essential and mandated service
- Be community focused

Concurrence: N/A.

Resolution: Attached a copy of the draft resolution.