

January 16, 2020

20-088

REIMBURSEMENT OF A LEASE TERMINATION EXPENSE

PREPARED BY: Matthew Altman, Division Dean, Science and Technology, Rock Creek
Karol Ford, Representative, Human Resources

APPROVED BY: Chris Villa, Campus President, Rock Creek
Mark Mitsui, College President

REPORT: The Farm Coordinator/Veterinary Tech Support position (“the Farmer”) is a Classified position at the Rock Creek campus and is directly responsible for the care of over 150 animals, including cattle/cows, sheep, goats, alpacas, dogs, cats, chickens, rabbits, and others. Due to regulations regarding animal care, the Farmer is required to live on site at the Rock Creek Campus as a condition of employment in order to have immediate access to provide animal care, regardless of time of day and whether the campus is open or closed.

The newly hired Farmer, Avery Thompson, had to break a lease at significant personal expense in order to accept the position and move on-site. Because the Classified Agreement does not provide for compensation or reimbursement for such expenses, approval to reimburse the Farmer is requested.

The Classified Federation has been advised of this reimbursement, and is in agreement that this is a one-time, non-precedent setting occurrence.

RECOMMENDATION: That the Board of Directors approve the following:

Payment to Avery Thompson in the amount of \$1500 to reimburse her for her lease termination expense, subject to applicable taxes and withholding.