



**WHATCOM COUNTY
EXECUTIVE ORDER 2020-10**

EXTENDING SELECTIVE HIRING FREEZE

WHEREAS, the County Executive recognizes a continuing need to manage expenditures due to the COVID-19 pandemic's impact on county cash flow and revenues; and

WHEREAS, the County Executive presented his 2021-2022 Biennium Budget to the County Council with twenty-two "frozen" positions yet without reductions to the current county workforces such as layoffs or additional unpaid furloughs; and

WHEREAS, the Selective Hiring Freeze (Executive Order 2020-06) through October 31, 2020 has been a critical tool in managing overall expenditures while keeping service levels as near normal as possible;

NOW, THEREFORE, BY virtue of the power vested in me by the home rule charter and the County Code for Whatcom County, I hereby order the continuation of a "SELECTIVE HIRING FREEZE" through December 31, 2021 as follows:

- Recruitment for vacant regular or temporary extra help positions shall not begin until the Executive's Office has given "freeze exception" authorization.
- Department Heads will continue shifting tasks to provide operational, developmental, and essential business-related benefits to the community.
- To foster promotional opportunity, if Department Heads submit a requisition to recruit internally for a qualified internal County applicant and the resulting subsequent vacancy will be frozen, such a request will be prioritized.
- Department Heads may submit a written request for a Hiring Freeze exception by individual position with justification for:
 - Department's critical need for the position
 - Revenue impacts of not filling position (for example, loss of grant funding)
 - Cost impacts of filling the position (shown in context of department's budget)
- The Human Resources and Finance Managers will review and prepare recommendations to the County Executive for each request.

DATED this 2nd day of November, 2020.

Satpal Singh Sidhu, Whatcom County Executive