



# Administrative Report

H.18., File # 21-2548

Meeting Date: 6/15/2021

**To: MAYOR AND CITY COUNCIL**  
**From: KEITH KAUFFMAN, CHIEF OF POLICE**

## **TITLE**

ADOPT BY TITLE ONLY RESOLUTION NO. CC-2106-061, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDONDO BEACH, CALIFORNIA, AUTHORIZING AN EXCEPTION TO THE CALPERS 180-DAY WAIT PERIOD PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTIONS 7522.56 & 21224 AND EXECUTIVE ORDER N-25-20, FOR THE APPOINTMENT OF CALPERS ANNUITANT DEBRA KOCHHEIM AS A PART-TIME PROGRAM COORDINATOR.

## **EXECUTIVE SUMMARY**

The Public Employees' Pension Reform Act (PEPRA) places certain restrictions on when a CalPERS annuitant may return to work at a CalPERS agency. There must be a 180-day lapse in employment (waiting period) between their date of retirement and rehire. Due to the Novel Coronavirus, Governor Gavin Newsom declared a state of emergency and amongst other proclamations, made Executive Order N-25-20, an order to suspended the 180-day waiting period to rehire a CalPERS annuitant. This particular Executive Order will remain in effect until the state of emergency is lifted.

Administrative Manager, Debra Kochheim, has been serving as the Administrative Manager in the Police Department since November 2016. Manager Kochheim has recently announced her retirement, effective July 01, 2021. Manager Kochheim possesses a certain set of unique job skills which has made it critical to hire her back for a limited duration of three months to allow for the proper training and orientation of the incoming Administrative Manager. The hiring process for the new Administrative Manager is underway and upon the completion of a thorough background process the position is expected to be filled in July 2021.

## **BACKGROUND**

The Public Employees' Pension Reform Act became effective on January 1, 2013 and generally prohibits a CalPERS retiree from being employed by a CalPERS agency until the annuitant has had a break in service of at least 180 days from the retirement date. An exception to the waiting period is if the governing authority for the employing agency certifies that the position is of critical need to the organization and adopts a resolution authorizing the exception of the 180-day wait period (Government Code Section 7522.56). Due to the Novel Coronavirus, Governor Gavin Newsom has enacted a state of emergency and as such, has suspended the 180- day waiting period for the rehire of a CalPERS annuitant until the state of emergency is lifted.

Manager Kochheim began her career with the Redondo Beach Police Department in November of

1980. After successfully completing various duties throughout the department, she promoted to the rank of Administrative Manager in 2016. The Administrative Manager is the only Division Commander in the Support Services Bureau with direct oversight of the Records Unit, Communications Unit, Court Liaison, Property & Evidence Unit and the Personnel & Training Unit. Additionally, the Administrative Manager provides high level oversight of projects critical to the operation of the police department, such as MARK43, public records requests, National Incident Based Reporting System (NIBRS) and the Racial Identity Profiling Act (RIPA). Due to the unique skill set of the current Administrative Manager, Manager Kochheim is the only member of the police department with the requisite knowledge, skills, abilities and experience to perform these extensive duties.

The retention of Manager Kochheim for 20 hours per week for a three-month period, beginning July 12, 2021, will ensure the continued delivery of these critical police department services. Manager Kochheim will be authorized to work up to 240 hours over the course of three months and will be compensated \$49.51 per hour, which is in the existing salary range for the Administrative Manager position. Manager Kochheim will not be eligible for any other City benefit while employed in the part-time capacity.

#### **COORDINATION**

The Police Department coordinated with Human Resources, CalPERS and the City Attorney's Office.

#### **FISCAL IMPACT**

Funding for this limited duration position is available in the police department's FY 2021/2022 operating budget.

#### **APPROVED BY:**

*Joe Hoefgen, City Manager*

#### **ATTACHMENTS**

Resolution

Appointment Document