

**SUMTER COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE SUMMARY**

**SUBJECT:** Reduction in Force for Solid Waste Department

**REQUESTED ACTION:** **Approve the Reduction in Force Plan and Severance Package for the Solid Waste Department effective November 1, 2010 (Staff recommends approval)**

Work Session (Report Only)    **DATE OF MEETING:** 9/28/2010  
 Regular Meeting                       Special Meeting

**CONTRACT:**  N/A    Vendor/Entity: \_\_\_\_\_  
Effective Date: \_\_\_\_\_    Termination Date: \_\_\_\_\_  
Managing Division / Dept: \_\_\_\_\_

**BUDGET IMPACT:** \_\_\_\_\_  
 Annual                      **FUNDING SOURCE:** \_\_\_\_\_  
 Capital                      **EXPENDITURE ACCOUNT:** \_\_\_\_\_  
 N/A

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**HISTORY/FACTS/ISSUES:**

The Solid Waste Department is operated utilizing the Solid Waste Fund. The Solid Waste Fund is diminishing faster than our predicted September 30, 2011 timeline. The “break even” point that we have operated on in the past is roughly 65 tons per day which also supports the post closure care costs of the landfill. Due to the following reasons a reduction in force focusing on the core mission of the Solid Waste Department is warranted:

- A National economic slowdown,
- The decision of the City of Brooksville to no longer utilize our facility which will reduce the waste flow to 30 tons per day,
- Inability to remain competitive with our tipping fee,
- Lack of interest by Waste Services, Inc., ACMS, and Waste Management in operating our transfer station, and
- The redirection of 10 tons per day by Waste Services, Inc.

The remaining fund balance of the Solid Waste Fund would support a transition of the Solid Waste facility to a citizen drop-off operation and provide severance packages to the affected employees. A reduction in workforce is therefore proposed.

The operations of the Solid Waste department were reviewed to determine the business needs of the organization. The Human Resources department in conjunction with the Public Works Director and Operations Coordinator reviewed required certifications, needed skills and training, and workflow efficiency to determine the proper staffing requirements.

The attached documents provide additional information.

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