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Agenda Item
Regular Meeting of the
Board of Supervisors
Tuesday, January 27, 2026

Item Number: 1.5

MEETING DATE: **01/27/2026**

DEPARTMENT: COUNTY ADMINISTRATION OFFICE

AGENDA ITEM PREPARER: Henie Ring

DEPT HEAD/DIRECTOR: Esperanza Colio Warren

SUBJECT:

COUNTY EXECUTIVE OFFICE - E. COLIO WARREN

Authorize the County Executive Officer to lift the hiring freeze for two (2.0) FTE Library Assistant I - Limited Term (LT) positions in the San Benito County Free Library and authorize Human Resources to conduct an open recruitment to fill the positions.

SBC FILE NUMBER: 119

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

On May 6, 2025, the Board of Supervisors directed County Administration to implement a hiring freeze for general fund positions with the exemption of public safety and specialized licensed positions. The Board directed the Department Heads to provide details for any critical positions in the effected departments to be brought back to the board on May 13, 2025, for review.

On May 23, 2025, the Board of Supervisors extended the hiring freeze, with exemptions granted for public safety positions and specialized licensed roles.

On October 1, 2025, the Board of Supervisors once again extended the hiring freeze, allowing exemptions for public safety positions and specialized licensed roles. The County Administrative Officer was directed to coordinate with non-general fund departments to explore opportunities for rehiring county employees impacted by the reduction in force due to the budget deficit.

On October 28, 2025, the Board of Supervisors authorized the lifting of the hiring freeze for non-general

fund positions aimed at filling the vacancies with employees impacted by recent layoffs. The hiring freeze for general fund (non-safety) positions is still in effect.

On December 23, 2025, a FY 25/26 budgeted Library Assistant I (limited term) position in the San Benito County Free Library became vacant. Due to staffing needs, the Library is requesting to fill the vacated position.

In addition, the Library is requesting to fill a second Library Assistant I (limited term) position due receiving grant monies from a Literacy Grant. This grant is through June 30, 2026.

FISCAL IMPACT:

There is no additional impact to the General Fund as the Library Assistant Limited Term position was included in the FY 25/26 budget.

STAFF RECOMMENDATION:

Authorize the County Executive Officer to lift the hiring freeze for two (2.0) FTE Library Assistant I - Limited Term (LT) positions in the San Benito County Free Library and authorize Human Resources to conduct an open recruitment to fill the positions.

ATTACHMENTS:

[Agenda Fact Sheet - Library LT Positions](#)