



# COUNTY OF HUMBOLDT

For the meeting of: 10/18/2022

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File #: 22-1291

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**To:** Board of Supervisors

**From:** Child Support Services

**Agenda Section:** Consent

**SUBJECT:**

Adjust North Coast Regional Department of Child Support Services Hours of Operation for October 19, 2022 (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the change in hours of operation due to in house all staff training as specified in Attachment 1, to accommodate for an all-day closure of North Coast Regional Department of Child Support Services (NCRDCSS).

**SOURCE OF FUNDING:**

Child Support Services Fund (1380)

**DISCUSSION:**

On December 16, 2019, the Board of Supervisors approved an annual change to the hours of operation due to in house all-staff training that would occur on the third Wednesday in April and the third Wednesday in October, commencing in 2020. The approved change allowed for a reduction of hours and for the office to remain closed until 2:30 PM. In the current year 2022, the third Wednesday in October falls on October 19, 2022. There is an all-day training scheduled with guest speaker, Ursula Bischoff at an off-site venue ending at 5:00 PM. In the interest of investing in county employees, North Coast Regional Department of Child Support Services (NCRDCSS) requests a one-time change to the agreed upon accommodation of closure, to allow the office to remain closed for the entire day. The public will have continued access through the Statewide Child Support Services call center on that day to provide community-appropriate levels of services in the NCRDCSS staff absence.

**FINANCIAL IMPACT:**

Approval of the shift in open hours would neither increase costs, nor decrease costs for NCRDCSS.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by investing in county employees and providing community-appropriate levels of services.

OTHER AGENCY INVOLVEMENT:

Statewide Child Support Services

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could choose not to approve the closure of NCRDCSS on October 19, 2022, however, this is not recommended as it would not allow all staff to attend valuable training on that day.

ATTACHMENTS:

Attachment 1: Change of hours October 19, 2022

Attachment 2: Office Closure Signage 10.19.2022

Attachment 3: Office Closure Signage 10.19.2022\_SPANISH

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-5

Meeting of: 12/16/2019

File No.: 19-1731