



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
C-6

For the meeting of: November 14, 2014

Date: November 3, 2014
To: Board of Supervisors
From: Phillip Smith-Hanes, County Administrative Officer **PSH**
Subject: County Close of Business on December 26, 2014

RECOMMENDATION(S):

That the Board of Supervisors delegate authority to County department heads to close their offices for business for one day, Friday, December 26, 2014 subject to posting notice seven days in advance.

SOURCE OF FUNDING: Not Applicable

DISCUSSION:

The County has negotiated Memoranda of Understanding with various bargaining groups for fiscal year 2014-15 that include a provision for the County to close for business on December 26, 2014. This business closure was prompted by the County holiday on Thursday, December 25 and an expectation that a large number of employees and the public will not be working or conducting business on Friday. It is anticipated that not all offices within the County will be able to close for business on Friday due to required service obligations. For this reason it is recommended that authority to temporarily close for the day be delegated

Prepared by Cheryl Dillingham CAO Approval **Amy Olsen**

REVIEW: Auditor _____ County Counsel _____ Human Resources _____ Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor **Fennell** seconded by Supervisor **Bass**
Ayes **Sundberg, Lovelace, Bohn, Bass, Fennell**
Nays
Abstain
Absent

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: **November 14, 2014**
By: **Kathy Hayes**
Kathy Hayes, Clerk of the Board

to department heads. Days and hours of operation are set by the Board of Supervisors therefore the requested action is needed to authorize County department heads to temporarily close their offices on December 26, 2014. In order to provide adequate notice to the public departments shall post signage indicating the closure seven days in advance.

FINANCIAL IMPACT:

It is anticipated that the requested action will have minimal financial impact. There could be some savings from offices being temporarily closed for business.

This agenda item supports the Board's Strategic Framework by investing in County employees and providing community-appropriate levels of service.

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATION:

Board discretion.

ATTACHMENTS:

None.