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Attachment 1

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
Certified copy of portion of proceedings, Meeting on June 7, 2022**

RESOLUTION NO. _____

**RESOLUTION OF THE HUMBOLDT COUNTY BOARD OF SUPERVISORS RELATING TO
UPDATED EMPLOYEE PROCEDURES AND LEAVE ACCRUALS IN RESPONSE TO THE
TERMINATION OF THE LOCAL EMERGENCY RELATED TO COVID-19**

WHEREAS, on March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS, on March 11, 2020, the Humboldt County Health Officer declared a local emergency as a result of the threat of COVID-19 which the Board of Supervisors ratified on March 17; and

WHEREAS, On March 16, 2020, the Board of Supervisors adopted Resolution 20-20, implementing new employee procedures and leave accruals in response to COVID-19; and

WHEREAS, on March 19, 2020, the County Health Officer and the Governor issued shelter in place orders; and

WHEREAS, On March 24, 2020, the Board of Supervisors adopted Resolution 20-25, implementing further employee procedures and leave accruals in response to COVID-19; and

WHEREAS, On March 30, 2020, the Health Officer issued a revised Shelter in Place Order effective until rescinded, based on evidence of increasing occurrence of COVID-19 throughout the County of Humboldt; and

WHEREAS On March 30, 2020, the Director of Emergency Services for the County of Humboldt proclaimed a Local Emergency, which was ratified by the Board of Supervisors on April 6, 2020; and

WHEREAS, On February 25, 2022 Governor Gavin Newsom issued Executive Order N-4-22 to phase out provisions of COVID-19 related benefits; and

WHEREAS, On April 12, 2022 the Board of Supervisors terminated the local emergency order; and

WHEREAS, the Board of Supervisors now wishes to enact further guidelines regarding employee procedures and leave accruals that restore employee benefits to their pre-COVID-19 state and phase out benefits provided in response to the pandemic.

NOW, THEREFORE, BE IT RESOLVED that:

1. All vacation leave balances will have the cap reinstated as defined in an employee’s Memorandum of Understanding or Compensation Plan. Any vacation balance that is above the normal maximum, or below it by no more than 80 hours, will have this vacation leave converted to their holiday benefit balance.
2. All administrative leave balances will have the annual maximum of 80 hours applied to the balance on June 30, 2023. Any remaining leave not used that exceeds 80 hours at that time will be forfeited.
3. All Use/Lose Holiday leave balances will have the cap reinstated as defined in an employee’s Memorandum of Understanding or Compensation Plan on June 30, 2023. Any remaining leave not used that exceeds the defined limit will be forfeited at that time.
4. The county shall provide COVID-19 related sick leave benefits in accordance with SB114 until September 30, 2022. At that time any remaining leave provided under this law will be removed, unless otherwise extended by future legislation.
5. The county shall no longer provide paid leave in accordance with SB95 related to COVID-19 due to its expiration on March 6, 2022.
6. Paid overtime will no longer be provided to exempt employees effective April 12, 2022 due to the termination of the local emergency.
7. The County shall no longer provide emergency sick leave in accordance with FFCRA. Any remaining leave provided under this category will be forfeited on December 31, 2022.
8. The County shall provide COVID related benefits as defined by state and federal law, any additional benefits not addressed in this resolution will be discontinued as of the date of this resolution.
9. This resolution is to take effect immediately upon passage by the Board of Supervisors.

Virginia Bass, Chair of the Board

Adopted on motion by Supervisor _____, Seconded by Supervisor _____, and the following vote:

AYES:
NAYS:
ABSENT:

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ABSTAIN:

STATE OF CALIFORNIA)
County of Humboldt)

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct copy of the original made in the above-entitled matter by said Board of Supervisors at a meeting held in Eureka, California as the same now appears of record in my Office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.

KATHY HAYES
Clerk of the Board of Supervisors of
the County of Humboldt, State of California