



# COUNTY OF HUMBOLDT

For the meeting of: 7/11/2023

---

File #: 23-999

---

**To:** Board of Supervisors

**From:** Supervisor Michelle Bushnell

**Agenda Section:** Initiated by Board Member

**Vote Requirement:** Majority

**SUBJECT:**

Consider Modifications to the County Telework Policy (Supervisor Michelle Bushnell)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Consider modifications to the current Telework Policy.
2. Direct staff to return with a new Resolution for adoption after completing all meet and confer requirements under the Meyers-Milias-Brown Act (MMBA).

**SOURCE OF FUNDING:**

General Fund

**DISCUSSION:**

On May 11, 2021, the Board of Supervisor created an Ad Hoc committee to identify telework opportunities and issues while creating a telework policy in response to the Covid-19 pandemic. At the February 8, 2022, Board meeting, Resolution 22-14 was adopted establishing the countywide policy.

Teleworking is a flexible work arrangement that allows eligible County of Humboldt employees to work in a designated alternative work location other than their primary work location, as approved by their department head or designee. Teleworking is a cooperative arrangement between employees and their employing department based on both the position and the employee and is subject to department discretion and approval based on both position eligibility (whether the employee's position may be suitable for teleworking) and employee eligibility (has met performance expectations and has demonstrated dependability, responsibility, effective communicating, initiative, strong work ethic, etc.).

With shifts in the workforce and budgetary concerns, the teleworking policy should be periodically reviewed and updated. Supervisor Bushnell has included suggestive revisions and welcomes further Board input and modifications.

FINANCIAL IMPACT:

Each department has been tasked with managing these costs within their budget. It is unknown what the full impact of suggested changes to the policy would cost at this time.

STRATEGIC FRAMEORK:

This action supports the following areas of your Board's Strategic Framework.

Core Roles: Provide for and maintain infrastructure

New Initiatives: Invest in county employees

Strategic Plan: 4.4 - Attract and retain the best county employees

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion

ATTACHMENTS:

Resolution 22-14

Adopted Policy HR 2022-001

Draft Resolution Redlined per Supervisor Bushnell

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: February 8, 2022

File No.: 22-136