




COUNTY OF HUMBOLDT

AGENDA ITEM NO.
C-8

For the meeting of: September 5, 2017

Date: August 29, 2017
To: Board of Supervisors
From: Clerk of the Board, Kathy Hayes 
Subject: Board of Supervisors Office Hours on September 15, 2017

RECOMMENDATION(S): That the Board of Supervisors:


1. Authorize the Clerk of the Board to publish the September 19th Board of Supervisors Agenda on Thursday, September 14, 2017; and
2. Approve closure of the Board of Supervisors Office on Friday, September 15, 2017 to allow Board staff to attend the Humboldt/Mendocino Regional Training Event

SOURCE OF FUNDING: N/A

DISCUSSION: Pursuant to Government Code Section 24260, County Officers shall keep their offices open for the transaction of business during such hours and on such days as are fixed by the Board of Supervisors by ordinance or resolution.

The current schedule of office hours for the Board of Supervisors Office (set by Resolution 82-170) is Monday through Friday, 8:00 a.m. to noon and 1:00 p.m. to 5:00 p.m.

Staff is requesting the Board approve a one-time closure of the Board of Supervisors Office on Friday, September 15, 2017, to allow Board staff to attend a Regional Training Event in Benbow, and also allow the Clerk of the Board staff to publish the September 19th Board of Supervisors agenda on Thursday, September 14, 2017.

Prepared by Kathy Hayes 

Signature 

REVIEW: Auditor _____ County Counsel _____ Personnel _____ Risk Manager _____ 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 Sundberg Seconded by Supervisor Fennell
Ayes Sundberg, Fennell, Bass, Bohn, Wilson
Nays _____
Abstain _____
Absent _____

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

Dated: Sep. 5, 2017

By: 
Kathy Hayes, Clerk of the Board

FINANCIAL IMPACT: N/A

OTHER AGENCY INVOLVEMENT: N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS: The Board could choose to not close the office on Friday, September 15, 2017 and require the office to remain open.

ATTACHMENTS: N/A