



# COUNTY OF HUMBOLDT

For the meeting of: 8/22/2023

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File #: 23-1105

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**To:** Board of Supervisors

**From:** Human Resources

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Policy Statement Resolution Encouraging and Supporting the Maximization of Telework

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Adopt the attached resolution making a policy statement related to the use of Telework.

**SOURCE OF FUNDING:**

All Funds

**DISCUSSION:**

On the July 11, 2023 Board of Supervisors meeting, 2<sup>nd</sup> District Supervisor, Michelle Bushnell, brought forward an item related to potentially modifying the County of Humboldt Telework Program Policy. The Board had a discussion related to the increased use of telework and maximizing the use of telework where feasible. Based upon that discussion, your board directed staff to return with a policy statement or resolution outlining the Board's support and desire for department heads to maximize the use of telework rather than working through the process of amending the actual Telework Program Policy. The attached resolution aims to encompass the Boards direction and the rationale for that direction.

Also, during that meeting the Board directed staff to collect data on the number of employees that are actively teleworking in each department. Staff has begun the collection of this data and will return to your Board at the soonest possible meeting once the data has been fully collected.

**FINANCIAL IMPACT:**

The financial impacts of increased teleworking are unknown. Through increased teleworking efforts, the county could see a decrease in need for office space, decrease in utility costs, increased staff morale resulting in increased efficiency, and the ability to recruit and retain qualified employees that may not have applied or remained employed with the county.

**STRATEGIC FRAMEWORK:**

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

Core Roles: Provide for and maintain infrastructure

New Initiatives: Manage our resources to ensure sustainability of services

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

**OTHER AGENCY INVOLVEMENT:**

N/A

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could choose to not adopt the attached resolution.

**ATTACHMENTS:**

1. Telework Resolution

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: D10, H1

Meeting of: 2/8/22, 7/11/23

File No.: 22-136, 23-999