

1 **BOARD OF SUPERVISORS, COUNTY OF LAKE, STATE OF CALIFORNIA**

2 **RESOLUTION NO. _____**

3 **ADOPT RESOLUTION ESTABLISHING ALTERNATE OFFICE HOURS**
4 **FOR HEALTH SERVICES DEPARTMENT**

5 **WHEREAS**, section 24260 of the California Government Code provides in all Counties,
6 County officers shall keep their offices open for the transaction of business during such hours
7 and on such days as are fixed by the Board of Supervisors, by Ordinance or Resolution; and
8

9 **WHEREAS**, Lake County Code section 2-2.1, establishes that all County offices must
10 be open for the transaction of business continuously from 8:00A.M. until 5:00P.M., every day
11 except Saturday's, Sunday's, and holidays, unless otherwise provided by Ordinance; and

12 **WHEREAS**, in 2009, closures of County offices from 12:00P.M. to 1:00P.M. were
13 permitted under section 2-2.2, in recognition of the need for appropriate flexibility in the face
14 of the economic downturn; and

15 **WHEREAS**, severe general economic conditions have persisted, and Lake County's
16 recovery from the recession has been slower than many California jurisdictions, per the
17 California State Association of Counties, resulting in the reduced and less experienced
18 staffing across many County departments; and
19

20 **WHEREAS**, unprecedented natural disasters of 2015-2017 further reduced County
21 revenues, and greater flexibility was needed to solve complex departmental issues and
22 redesign business practices through various means; and

23 **WHEREAS**, in 2017, Lake County Code Section 2-2.2 was amended, broadening the
24 circumstances where noontime closures were allowed under Department Head authority, and
25 providing that further reduced office hours may be permitted by Resolution of the Board of
26 Supervisors, in recognition that customary practices may be unsustainable; and
27
28

1 **WHEREAS**, the County has, thus far, been unsuccessful in the pursuit of additional
2 revenue streams to sustain County operations, and our dire financial condition is worsening;
3 and

4 **WHEREAS**, Health Services Department has recently operated with an average
5 vacancy rate of 20% and are not able to provide all normal services in the face of chronic
6 understaffing, repeated disasters and severe financial challenge, which have collectively
7 strained departments in numerous ways, including high employee turnover; and

8
9 **WHEREAS**, It is the desire of this Board to provide the best possible customer service,
10 and uninterrupted staff time is needed to manage workloads.

11 **NOW THEREFORE BE IT RESOLVED:**

12 Health Services Department located 922 Bevins Court, Lakeport, shall be open to the
13 public for the transaction of business continuously from 8:00A.M. until 5:00P.M., Monday
14 through Thursday, 8:00A.M. until 12:00P.M. Friday, closed Saturdays, Sundays, and holidays.
15 This schedule will begin Friday March 15, 2019.

16 This Resolution shall not supersede any State mandate for provision of services during
17 specified hours.

18
19 A certified copy of this Resolution shall be sent to Health Services Department.
20
21
22
23
24
25
26
27
28

1 **THIS RESOLUTION** was passed and adopted by the Board of Supervisors of the
2 County of Lake at a regular meeting thereof on the _____ day of
3 _____, 2019 by the following vote:

4
5 **AYES:**

6 **NOES:**

7 **ABSENT OR NOT VOTING:**
8
9

10
11 **ATTEST:**

12 CAROL J. HUCHINGSON

13 Clerk of the Board of Supervisors
14

15 By: _____

16 Deputy

By: _____

Chair, Board of Supervisors
17
18

19 **APPROVED AS TO FORM:**

20 ANITA L. GRANT

21 County Counsel
22

23 By:  _____

24 Deputy
25
26
27
28