



Legislation Details (With Text)

File #: 21-705 **Version:** 1 **Name:**

Type: Action Item **Status:** Agenda Ready

File created: 7/21/2021 **In control:** BOARD OF SUPERVISORS

On agenda: 7/27/2021 **Final action:**

Title: Approve Revision to the Applicant Interview Travel Expense Reimbursement Policy

Sponsors: Administrative Office

Indexes:

Code sections:

Attachments: 1. APPLICANT INTERVIEW TRAVEL EXPENSE REIMBURSEMENT POLICY proposed revision 072721, 2. Applicant Interview Travel Expenses - Form

Date	Ver.	Action By	Action	Result
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Memorandum

Date: July 27, 2021

To: The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors

From: Carol J. Huchingson, County Administrative Officer

Subject: Approve Revision to the Applicant Interview Travel Expense Reimbursement Policy

Executive Summary: (include fiscal and staffing impact narrative):

Your Board approved the Applicant Interview Travel Expense Reimbursement Policy on December 15, 2015. This policy assists in attracting qualified candidates in certain job classifications by reimbursing an applicant who will interview in-person with the Board of Supervisors for expenses incurred.

The maximum reimbursement amount is \$1500 and will remain the same. The revisions proposed clarify eligibility and allowable expenses. The changes can be reviewed on the attachment titled "Applicant Interview Travel Expense Reimbursement Policy - proposed revisions 072721".

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Consistency with Vision 2028 and/or Fiscal Crisis Management Plan (check all that apply):

- Well-being of Residents
- Economic Development
- Community Collaboration
- Public Safety
- Disaster Recovery
- Business Process Efficiency
- Infrastructure
- County Workforce
- Clear Lake
- Not applicable
- Technology Upgrades
- Revenue Generation
- Cost Savings

If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:

Which exemption is being requested?

How long has Agreement been in place?

When was purchase last rebid?

Reason for request to waive bid?

Recommended Action: Approve Revision to the Applicant Interview Travel Expense Reimbursement Policy.