



Legislation Details (With Text)

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**Title:** Consideration of Request To Close Environmental Health Office On Fridays Beginning July 12, 2024, Through February 28, 2025

**Sponsors:** Health Services

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
7/9/2024	1	BOARD OF SUPERVISORS		

**Memorandum**

**Date:** July 9, 2024

**To:** The Honorable Lake County Board of Supervisors

**From:** Anthony Arton, Health Services Director  
Craig Wetherbee, Environmental Health Director

**Subject:** Consideration of Request To Close Environmental Health Office On Fridays Beginning July 12, 2024, Through February 28, 2025

**Executive Summary:**

We respectfully request your Board’s approval to close the Environmental Health office to the public on Fridays beginning July 12, 2024, through February 28, 2025, to facilitate the migration of data from EnvisionConnect to HSGovtech, implementation of HSGovtech, and staff training.

While closed, the Environmental Health Division will remain staffed and available to respond to urgent and emergent situations.

Your approval of this request will speed up understanding of the new platform, allow for more thorough training and process streamlining, and ultimately improve internal and external customer satisfaction.

If not budgeted, fill in the blanks below only:

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Purchasing Considerations** (check all that apply):

Not applicable

- Fully Article X. <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+26+Procedures+Manual/Ch4\\_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (*describe process undertaken in "Executive Summary"*)
- Section 2-38 <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)> Exemption from Competitive Bidding (*rationale in "Executive Summary," attach documentation, as needed*)
- For Technology Purchases: Vetted and Supported by the Technology Governance Committee <<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)
- Other (*Please describe in Executive Summary*)

**Consistency with Vision 2028** <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

- Well-being of Residents
- Economic Development
- Community Collaboration
- Not applicable
- Public Safety
- Infrastructure
- Business Process Efficiency
- Disaster Prevention, Preparedness, Recovery
- County Workforce
- Clear Lake

**Recommended Action: Approve Request To Close Environmental Health Office On Fridays Beginning July 12, 2024, Through February 28, 2025**