



## Legislation Details (With Text)

**File #:** 24-539      **Version:** 1      **Name:**  
**Type:** Action Item      **Status:** Agenda Ready  
**File created:** 5/3/2024      **In control:** BOARD OF SUPERVISORS  
**On agenda:** 6/4/2024      **Final action:**  
**Title:** Approve Request to Close the Probation Department on Thursday, July 25, 2024, from 11:30 a.m. - 5 p.m. for All-Staff Training  
**Sponsors:** Probation  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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### Memorandum

**Date:** May 6, 2024  
**To:** The Honorable Lake County Board of Supervisors  
**From:** Wendy Mondfrans, Chief Probation Officer  
**Subject:** Approve Request to Close the Probation Department on Thursday, July 25, 2024, from 11:30 a.m. - 5 p.m. for All-Staff Training

#### Executive Summary:

I respectfully request the Board's approval to close the Probation Department to the public on July 25, 2024, from 11:30 a.m. to 5:00 p.m. for All-Staff Training.

While closed, the Probation Department will engage in training and team building activities for all Probation employees.

The Chief Probation Officer and Department management staff will remain on call during these times to respond as needed to emergent situations.

Your approval of these requests will enhance Department operations and morale.

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-](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-)

(check all that apply):

<input type="checkbox"/> Well-being of Residents	<input type="checkbox"/> Not applicable	
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Public Safety	<input type="checkbox"/> Disaster Prevention, Preparedness, Recovery
<input type="checkbox"/> Community Collaboration	<input type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> County Workforce
	<input checked="" type="checkbox"/> Business Process Efficiency	<input type="checkbox"/> Clear Lake

**Approve Request to Close the Probation Department on Thursday, July 25, 2024, from 11:30 a.m. to 5 p.m. for All-Staff Training**