



## Legislation Details (With Text)

**File #:** 19-605      **Version:** 1      **Name:**  
**Type:** Action Item      **Status:** Agenda Ready  
**File created:** 6/11/2019      **In control:** BOARD OF SUPERVISORS  
**On agenda:** 6/25/2019      **Final action:**  
**Title:** Approve Request to close Behavioral Health Services offices on Friday, June, 28, 2019 from noon-5:00pm for Summer All Staff Training meeting  
**Sponsors:** Behavioral Health Services  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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## MEMORANDUM

**TO:** BOARD OF SUPERVISORS

**FROM:** Todd Metcalf, B.S.

Behavioral Health Services Administrator

**DATE:** June 25, 2019

**SUBJECT:** Approve Request to Close Behavioral Health Services offices form noon-5:00pm Friday, June 28, 2019 for Summer All Staff Training meeting.

**EXECUTIVE SUMMARY:** I respectfully request the Board's approval to close Behavioral Health Services offices to the public on Friday June 28, 2019 from noon to 5:00pm. During closing the department will conduct its annual Summer All Staff Training Meeting. Training will include patients' rights advocacy, cultural competency, critical incident reporting and discussing Management's strategic plan for the upcoming fiscal year. Crisis team staff will remain on call during this time to respond to emergent situations if needed.

Your approval of this request will enhance employee morale as well as provide more up-to-date knowledge and information about and training on critical issues and topics in our Department.

**FISCAL IMPACT:** ☒ None ☐ Budgeted ☐ Non-Budgeted

**FISCAL IMPACT (Narrative):** N/A

**STAFFING IMPACT (if applicable):** N/A

**RECOMMENDED ACTION:** Approve Request to close Behavioral Health Services offices on Friday, June, 28, 2019 from noon-5:00pm.