



## Legislation Details (With Text)

**File #:** 21-962      **Version:** 1      **Name:**  
**Type:** Action Item      **Status:** Agenda Ready  
**File created:** 9/22/2021      **In control:** BOARD OF SUPERVISORS  
**On agenda:** 9/28/2021      **Final action:**  
**Title:** Consideration of (a) Special Meeting Dates of December 2 and December 9, 2021 (or any other dates of your Board's choosing) to be added to the Board of Supervisors Annual Calendar for 2021 for Department Head Evaluations; and (b) Removal of Special Meeting date of November 18, 2021 from the Board of Supervisors Annual Calendar for 2021  
**Sponsors:** Administrative Office  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. 2021 BOS Meeting Calendar\_Aproved 09142021

Date	Ver.	Action By	Action	Result
9/28/2021	1	BOARD OF SUPERVISORS		

### Memorandum

**Date:** September 28, 2021  
**To:** The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors  
**From:** Carol J. Huchingson, County Administrative Officer  
**Subject:** Consideration of (a) Special Meeting Dates of December 2 and December 9, 2021 (or any other dates of your Board's choosing) to be added to the Board of Supervisors Annual Calendar for 2021 for Department Head Evaluations; and (b) Removal of Special Meeting date of November 18, 2021 from the Board of Supervisors Annual Calendar for 2021.

### Executive Summary:

On September 14, 2021, your Board approved three special meeting dates for the purpose of scheduling evaluations of the County Administrative Officer (CAO), Board Appointed Department Heads and the Public Health Officer (appointees) as stated in the amendment of Personnel Policy Rule 1100 "Performance Reports". The dates approved were October 7th, November 4th and November 18th. When the Board proposed the date of November 18<sup>th</sup>, it was unknown that the Planning Commission had a meeting scheduled in the Board Chambers.

At this time, we recommend your Board take action to schedule two additional special meeting dates to your annual calendar for 2021, for appointee evaluations:

- December 2, 2021 @ 8 am
- December 9, 2021 @ 1pm
- Or any other dates of your Board's choosing

We also ask that your Board cancel the special meeting scheduled for November 18, 2021.

Thank you.

**If not budgeted, fill in the blanks below only:**

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

**Consistency with Vision 2028** (check all that apply):

☐ Not applicable

- ☐ Well-being of Residents
- ☐ Economic Development
- ☐ Community Collaboration

- ☐ Public Safety
- ☐ Infrastructure
- ☐ Business Process Efficiency

- ☐ Disaster Prevention, Preparedness, Recovery
- ☒ County Workforce
- ☐ Clear Lake

**Recommended Action: (a) Approve Special Meeting Dates of December 2 and December 9, 2021 (or any other dates of your Board's choosing) to be added to the Board of Supervisors Annual Calendar for 2021 for Department Head Evaluations; and (b) Remove Special Meeting date of November 18, 2021 from the Board of Supervisors Annual Calendar for 2021.**