



Legislation Text

File #: 19-339, Version: 1

MEMORANDUM

TO: Board of Supervisors

FROM: Carol J. Huchingson, County Administrative Officer

DATE: April 9, 2019

SUBJECT: Approve Leave of Absence Request for Melinda Daunis, Client Support Assistant from February 1, 2019 through April 1, 2019 and authorize the Chair to sign

EXECUTIVE SUMMARY:

Melinda Daunis has requested a leave of absence that extends beyond Department Leave and County Administrative Officer approved leave. At this time the Behavioral Health Department is requesting the Board of Supervisors approve additional leave from February 1, 2019 through April 1, 2019. The Behavioral Health Department request that the Board authorize the Chair to sign the request.

FISCAL IMPACT: ☒ None ☐ Budgeted ☐ Non-Budgeted

Estimated Cost:

Amount Budgeted:

Additional Requested:

Annual Cost (if planned for future years):

FISCAL IMPACT (Narrative): N/A

STAFFING IMPACT (if applicable): N/A

RECOMMENDED ACTION:

Approve Leave of Absence Request for Melinda Daunis, Client Support Assistant from February 1, 2019 through April 1, 2019 and authorize the Chair to sign.