



Legislation Text

File #: 19-605, Version: 1

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.