



## Legislation Text

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File #: 19-1201, Version: 1

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### MEMORANDUM

**TO:** Board of Supervisors

**FROM:** Carol J. Huchingson, County Administrative Officer

**DATE:** January 7, 2020

**SUBJECT:** Approve Additional Leave of Absence request for Department of Social Services Eligibility Specialist III Gary Pepper from December 18, 2019 to January 5, 2020 and authorize the Chair to sign.

**EXECUTIVE SUMMARY:**

Gary Pepper has requested a leave of absence that extends beyond Department Leave and County Administrative Officer approved leave. At this time the Department of Social Services is requesting the Board of Supervisors approve additional leave from 12/18/2019 through 1/5/2020. The Department of Social Services requests that the Board authorize the Board of Supervisors 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):** None

**STAFFING IMPACT (if applicable):** None

**RECOMMENDED ACTION:** Approve Additional Leave of Absence request for Department of Social Services Eligibility Specialist III Gary Pepper from December 18, 2019 to January 5, 2020 and authorize the Chair to sign.