



## Legislation Text

File #: 20-208, Version: 1

### Memorandum

**Date:** March 17, 2020

**To:** The Honorable Moke Simon, Chair, Lake County Board of Supervisors

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

**Subject:** Continuation of Consideration of a Temporary Policy for Telework

**Executive Summary:** (include fiscal and staffing impact narrative):

Last Tuesday, staff sought your Board's direction around possibly implementing a temporary telework policy for employees in the event quarantining becomes widespread as a result of COVID-19.

Your Board heard initial comments from a selection of Department Heads, and directed staff to develop and issue a survey to gauge broader departmental interest and capacity to implement telework.

Today's discussion will continue your Board's consideration of a temporary policy.

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

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

**Consistency with Vision 2028 and/or Fiscal Crisis Management Plan** (check all that apply):

- |   |  |  |  |
|---|--|--|--|
| <input checked="" type="checkbox"/> Well-being of Residents | <input checked="" type="checkbox"/> Public Safety    | <input type="checkbox"/> Infrastructure              | <input type="checkbox"/> Not applicable      |
| <input type="checkbox"/> Economic Development               | <input type="checkbox"/> Disaster Recovery           | <input checked="" type="checkbox"/> County Workforce | <input type="checkbox"/> Technology Upgrades |
| <input type="checkbox"/> Community Collaboration            | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake                  | <input type="checkbox"/> Revenue Generation  |
|   |  |  | <input type="checkbox"/> Cost Savings        |

**If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:**

Which exemption is being requested?  
How long has Agreement been in place?  
When was purchase last rebid?  
Reason for request to waive bid?

**Recommended Action:** Direction to staff.