



## Legislation Text

File #: 20-241, 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:** EXTRA ITEM - (a) Consideration of “extra” agenda item; and (b) Consideration of impacts of the four week closure of local schools on the County workforce with possible direction to staff.

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

- (a) This item is being submitted as an “extra” agenda item. The justification for this request to consider an item not on the posted agenda is as follows:

This item came to the attention of staff subsequent to the posting of the current agenda and there is a need to take action before the next agenda.

- (b) As your Board is aware, it was announced on March 15, 2020 that all local schools will be closed for the next four weeks due to COVID-19. For your consideration tomorrow, I am gathering information from your department heads as to the impacts on staffing and services since it is expected that a number of County employees will not be able to work because they must care for their children. I am requesting to engage in discussion with your Board regarding how best to manage the resulting impacts.

**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 checked="" 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:** (a) Staff requests that your Board take action by motion to accept this item for consideration as an “extra” agenda item; and (b) Direction to staff.

