



## Legislation Text

File #: 20-698, Version: 1

### Memorandum

**Date:** August 4, 2020

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

**From:** Todd Metcalf, Behavioral Health Services Administrator

**Subject:** Approve Leave of Absence with pay for Crisis Supervisor Melissa Mathis from August 31, 2020 through August 27, 2021, to attend Education and Training per County personnel policy sections 1507 and 1508

### Executive Summary:

Per the attached letter from Ms. Melissa Mathis, Crisis Supervisor, I am requesting Board approval to grant Ms. Mathis leave with pay per County personnel policy sections 1507 and 1508 (also attached). This specialized training is critical to the work and service delivery of the Department.

Ms. Mathis will be receiving an internship stipend (at 40 hours per week) of \$22.00 per hour. LCBHS will backfill the difference to bring her up to her current pay rate while she is in the program.

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

Estimated Cost: \$46,000.00 Amount Budgeted: \$46,000.00

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

- |   |  |   |  |
|---|--|---|--|
| <input checked="" type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety               | <input type="checkbox"/> Infrastructure   | <input type="checkbox"/> Not applicable          |
| <input type="checkbox"/> Economic Development               | <input type="checkbox"/> Disaster Recovery           | <input 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 checked="" 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:

**Approve Leave of Absence with pay for Crisis Supervisor Melissa Mathis from August 31, 2020 through August 27, 2021, to attend Education and Training per County personnel policy sections 1507 and 1508**