



Legislation Text

File #: 20-701, Version: 1

Memorandum

Date: August 4, 2020

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

From: Susan Krones, District Attorney

Subject: Adopt Resolution Amending Resolution No. 2020-72 Establishing Position Allocations for Fiscal Year 2020-2021, Budget Unit No. 2110, District Attorney

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

As with many Departments, we have had difficulties in finding suitable candidates for our vacant positions. The Legal Secretary position is one of those. In an attempt to expand the candidate field, we would like to convert one of our vacant, permanent, full-time Legal Secretary positions to a permanent, part-time Legal Secretary position.

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 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 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:

Adopt Resolution Amending Resolution No. 2020-72 Establishing Position Allocations for Fiscal Year 2020-2021, Budget Unit No. 2110, District Attorney