



Legislation Text

File #: 20-864, Version: 1

Memorandum

Date: September 15, 2020

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

From: Carol J. Huchingson, County Administrative Officer

Subject: Adopt Resolution Amending Resolution No. 2020-73, Revising and Extending the County of Lake COVID-19 Interim Policy for Working Remotely

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

As your Board will recall, on June 16, 2020, you adopted Resolution No. 2020-73 extending the County of Lake's Interim Policy for Working Remotely for an additional 90 day period ending September 20, 2020. Your Board first authorized this policy on March 27, 2020, near the start of the COVID-19 pandemic. Per the direction of your Board, this policy has been reviewed every thirty days since.

Staff is returning to you now with a request to extend the policy for an additional period ending December 31, 2020. Your Department Heads report no issues with the application of the policy since you last extended it. With the option to allow remote work in situations where it is reasonable to do so, Department Heads are not only able to lower density in offices and reduce potential spread of the virus, they are able to allow employees flexibility given the care needs of their families and remote learning needs of the children resulting from pandemic. As we are now entering fall, it is predicted that flu season will further impact our workforce and their families, making remote work, where reasonable, a continuing need for employees and a tool for Department Heads to manage workloads and meet public demands in the wake of staffing limitations.

Staff intended to return to your Board with a proposed policy for remote work on a permanent basis, as requested by your Board. However, with the LNU wildfire disaster, staff was not able to meet the deadline for expiration of the interim policy. As a result, staff requests extension of the interim policy through the end of the calendar year and, in the interim, staff will continue to refine the draft for permanent remote work, and seek the input of Department Heads and an ad hoc committee of your Board, before bringing it forward for your consideration.

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 checked="" type="checkbox"/> Disaster Recovery | <input checked="" type="checkbox"/> County Workforce | <input type="checkbox"/> Technology Upgrades |
| | | | <input type="checkbox"/> Revenue Generation |

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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. 2020-73, Revising and Extending the County of Lake COVID-19 Interim Policy for Working Remotely