



## Legislation Text

File #: 21-468, Version: 1

### Memorandum

**Date:** May 25, 2021

**To:** The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors

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

**Subject:** Approve Leave of Absence request for Social Services Employee Alexis Bassham from June 10, 2021 through October 1, 2021 and authorize the Chair to sign

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

Alexis Bassham has requested a leave of absence that extends beyond Department Leave and County Administrative Officer approved leave. At this time the Department of Social Services is requesting the Board of Supervisors approve additional leave from 6/10/2021 through 10/01/2021. The Department of Social Services requests that the Board authorize the Board of Supervisors Chair to sign the request.

**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 checked="" 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 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 request for Social Services Employee Alexis Bassham from June 10, 2021 through October 1, 2021 and authorize the Chair to sign.