



## Legislation Text

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### Memorandum

**Date:** January 25, 2022

**To:** The Honorable Lake County Board of Supervisors

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

**Subject:** Consideration of Changes to the Board of Supervisors Annual Calendar for 2022

#### Executive Summary:

On January 11, 2022, your Board took action by motion to cancel the date (January 20, 2022) for your planned in-person Annual Governance Workshop due to the omicron surge and concern that the capacity of your Chambers would be exceeded.

As you know, the Board's Annual Governance Workshop was intended to precede annual evaluations with appointed Department Heads and submittal of department's proposed budgets for the new fiscal year. Special Board Meetings had also be calendared for that purpose on February 3, 2022, February 17, 2022, March 3, 2022 and March 17, 2022.

In light of the postponement of your Annual Governance Workshop, I am recommending your Board also cancel the following Special Board Meetings:

February 3, 2022 and February 17, 2022

Additionally, I am recommending your Board retain your already scheduled Special Board Meeting on March 3, 2022 and hold your Annual Governance Workshop this date, commencing at 9:00 a.m.

I am also recommending your Board retain your already scheduled Special Board Meeting on March 17, 2022 and conduct Department Head evaluations that date as originally planned, commencing at 9:00 a.m.

Finally, for the remainder of evaluations to be conducted prior to the submittal of Fiscal Year 2022/2023 budgets, I am recommending your Board simply schedule those evaluations as time allows during your regular Board meetings on March 8, 2022, March 15, 2022 and April 5, 2022, eliminating the need to schedule additional Special Board Meetings.

If your Board is agreeable to these recommendations, staff will populate your calendars accordingly.

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

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Consistency with Vision 2028** (check all that apply):

☐ Not applicable

- ☒ Well-being of Residents
- ☒ Economic Development
- ☒ Community Collaboration

- ☒ Public Safety
- ☒ Infrastructure
- ☒ Business Process Efficiency

- ☒ Disaster Prevention, Preparedness, Recovery
- ☒ County Workforce
- ☒ Clear Lake

**Recommended Action: By motion, cancel Special meetings previously calendared for February 3, 2022 and February 17, 2022.**