



# COUNTY OF HUMBOLDT

For the meeting of: 3/16/2020

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File #: 20-384

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**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Departmental

**SUBJECT:**

County Considerations Related to Employee Procedures, Leave Accruals and Telecommuting in Response to COVID-19

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Adopt the attached resolution related to employee procedures, leave accruals and telecommuting in response to COVID-19.

**SOURCE OF FUNDING:**

All County Funds

**DISCUSSION:**

On March 11 Humboldt County Health Officer Teresa Frankovich, MD declared a local health emergency in response to the coronavirus disease 2019 (COVID-19) outbreak in California and beyond. In response to this declaration, your Board should be prepared to address situations in the workplace regarding updated procedures for employees, leave accruals and an interim telecommuting policy as a result of COVID-19 outbreak.

**FINANCIAL IMPACT:**

The adoption of this resolution does not have an immediate financial impact. However, providing an advancement of 80 hours of leave time as proposed has an approximate cost of \$5.3 million across all county funds. This leave time would have been distributed throughout a fiscal year however, in this instance the county would be advancing the leave time and therefore there is no additional financial impact to the county.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by providing community-appropriate levels of service .

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OTHER AGENCY INVOLVEMENT:

Not applicable.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion.

ATTACHMENTS:

Attachment 1 - Resolution Relating to COVID-19

Exhibit A - Interim Policy for Remote Working

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A