

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # \*B-5

Urgent

Routine

AGENDA DATE November 25, 2008

CEO Concur with Recommendation YES  NO   
(Information Attached)

4/5 Vote Required YES  NO

SUBJECT:

Approval for the Closure of County Offices for the Full Day on December 26, 2008 and January 2, 2009, and Approval to Provide Employees, Not Otherwise Required to Work, the Option of Working in Their Assigned Duties, or Using Vacation or Compensatory Time Off for the Dates Indicated

STAFF RECOMMENDATIONS:

1. Approval for the closure of County offices on December 26, 2008 and on January 2, 2009.
2. Approval for employees not otherwise required to work to fulfill State Mandate responsibilities, the provision of essential local services, or other exigent circumstances, to be given the option to work in their assigned duties, take vacation time off, or use compensatory time off on December 26, 2008 and on January 2, 2009.

FISCAL IMPACT:

Some nominal savings will be recognized from the closure of County offices and the resultant reduction in utilities costs. Because County employees will be required to work during their normally assigned shift, or to utilize vacation or compensatory time off in lieu of working, there are no increased personnel costs associated with this item.

BOARD ACTION AS FOLLOWS:

No. 2008-800

On motion of Supervisor O'Brien, Seconded by Supervisor Grover

and approved by the following vote,

Ayes: Supervisors: O'Brien, Grover, Monteith, and Vice Chairman DeMartini

Noes: Supervisors: None

Excused or Absent: Supervisors: Mayfield

Abstaining: Supervisor: None

1)  Approved as recommended

2)  Denied

3)  Approved as amended

4)  Other:

MOTION:

ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

Approval for the Closure of County Offices for the Full Day on December 26, 2008 and January 2, 2009, and Approval to Provide Employees, not otherwise Required to Work, the Option of Working in their Assigned Duties, or Using Vacation or Compensatory Time Off for the dates indicated.

Page 2

**DISCUSSION:**

County offices will be closed half-day on Wednesday, December 24, 2008, all day on Thursday, December 25, 2008, for the Christmas holiday and all day on Thursday, January 1, 2009 for New Years Day. Many employees have expressed a desire to also take the Friday after each holiday as a vacation day. It is requested that the Board of Supervisors authorize the closure of County Offices not required to remain open to fulfill State Mandate responsibilities, the provision of essential local services, or to address other exigent circumstances. It is also requested that the Board provide employees, not otherwise required to work, the opportunity to utilize vacation time or compensatory time off in lieu of working their normal shifts. Employees without vacation or compensatory time off balances would be required to report to work and fulfill their normally assigned duties. Employees not wishing to utilize vacation or compensatory time off for the two days will report to work in their normally assigned duties. As with all County holidays and other office closures, Department Heads will be responsible to determine if staff will be retained to meet local needs or state mandate requirements. Further, in departments in which employees choose to work rather than exercise the option of using vacation or compensatory time off, Department heads will be responsible to assign adequate supervisory staff.

**POLICY ISSUE:**

Approval of this request will provide many County employees the option to work their assigned shift or to take vacation or compensatory time off to spend additional time with family. While approval of this request will reduce access to public services on Friday, December 26, 2008 and on Friday, January 2, 2009, it is anticipated that these days will see extremely limited activity.

**STAFFING IMPACT:**

There is no impact on staffing resulting from this change.