MARIPOSA COUNTY AGENDA DATE: 11-6-01
BOARD OF SUPERVISORS ACTION FORM AGENDA ITEM NO.: 54

DEPARTMENT: Human Services Dept. BY: Cheryle Rutherford-Kelly
Social Services Division Phone: 966-3609

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes No X)

BACKGROUND AND HISTORY OF BOARD ACTIONS:

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

COSTS: ( ) Not Applicable
A. Budgeted current FY $________________________
B. Total anticipated costs $________________________
C. Required additional funding $0
D. Internal Transfers $0

SOURCE: ( ) 4/5ths Vote Required
A. Unanticipated revenues $________________________
B. Reserve for contingencies $________________________
C. Source description:________________________
Balance in Reserve for Contingencies, if approved: $________________________

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK'S USE ONLY:
Res. No.: 01-386 Ord. No.________________________
Vote - Ayes: ______ Noes: ______
Absent: ______ Abstained: ______
( ) Approved ( ) Denied ( ) Minute Order Attached ( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.
Date: __________________________

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
BY: __________________________
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:
Recommended
Not Recommended
For Policy Determination
Submitted with Comment
Returned for Further Action

Comment: __________________________

A.O. Initials: __________________________

Action Form Revised 5/92
October 22, 2001

TO: Members, Board of Supervisors  
Greg Iturria, County Administrative Officer

FROM: Cheryle Rutherford-Kelly

RE: Flexible Work Hours for Children’s System of Care, Child Welfare, Community Action and Housing Programs.

Recommendation

It is respectfully recommended that your Board authorize the department to initiate an alternative work schedule in Children's System of Care, Child Welfare, Community Action and Housing Programs.

Background and Current Situation

Your Board has approved a traditional work schedule (8-5) as well as alternative work schedules in an array of departments. Our Public Guardian/Conservator has approval to work four 10-hour days. Other units in Human Services would also like approval to work four 10-hour days per week. The needs of these two units differ as follows:

Children’s System of Care and Child Welfare are strengthening services by serving more clients and through increased levels of support to parents and children. They are currently conducting a peer support group (6:00 p.m.—7:30 p.m.). In the near future, anger management classes will be made available as well as parenting groups. Many parents work and evening groups are necessary to meet their needs. Therefore, a very flexible schedule is necessary.

Community Action is serving clients, planning with Public Works to weatherize homes, monitoring subcontracts in Mariposa and Calaveras Counties and working with other divisions to improve services. The staff, in particular the Contract Manager, needs quiet, protected time to process state reports, perform complex accounting tasks and keep records at the GAPP level.

Housing staff indicated that they may need to work four ten-hour days when special projects, federal reporting and budgeting require protected work time.

Union shop stewards and representatives have expressed no concern with the flexible schedule.

Fiscal

There is no impact on the general fund. This is simply a request to better meet client needs in the counseling programs while ensuring proper record keeping and accounting in others.