

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

DATE: 11-6-01
AGENDA ITEM NO.: 5A

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

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

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

CLERK'S USE ONLY:
Res. No.: 01-305 Ord. No. _____
Vote - Ayes: 4 Noes: _____
Absent: Reilly Abstained: _____
Approved () Denied
() Minute Order Attached () No Action Necessary

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

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

Comment: _____

A.O. Initials: WRK



**MARIPOSA COUNTY
HUMAN SERVICES DEPARTMENT**

P.O. Box 7 • Mariposa, CA 95338 • (209) 966-2131 • Fax (209) 966-5943

Alcohol & Drug Community Action Housing Authority Mental Health Public Guardian/Conservator Social Services
CHERYLE RUTHERFORD-KELLY, MSW, DIRECTOR

October 22, 2001

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

FROM: Cheryle Rutherford-Kelly *[Signature]*

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.