



## **Employee Relations Ad Hoc Committee Report**

### **October 20, 2020**

Ad Hoc Committee Members and County Staff:

Supervisor Carre Brown, Supervisor Dan Gjerde, CEO Carmel Angelo, HHSA Director Tammy Moss Chandler, Deputy CEO Janelle Rau, Deputy CEO Darcie Antle, HR Director William Schurtz, Assistant HR Director Cherie Johnson

#### Accomplishments

1. Increased number of EAP visits to 10 for all employees effective November 1, 2020
2. Plushcare and Anthem online telemedicine services, Mental Health Services have been added
3. Trainings employees have received and been provided access- monthly trainings- schedule available online at - [www.mendocinocounty.org/government/human-resources/countywide-employee-trainings](http://www.mendocinocounty.org/government/human-resources/countywide-employee-trainings)
4. Policies put in place to assist employees in providing paid leaves and ability to work from home: FFCRA Paid Leaves, Advance Sick Leave, Temporary Telework Policy
5. Sideletters of Agreements with Bargaining Units to increase availability of paid time and compensation for working overtime: COVID-19 Catastrophic Leave bank; Emergency vacation cash-out; Flexible Time Off (FTO) accrual cap increases; and Cash-out of FTO
6. Updated COVID-19 Resources webpage providing employees guidance to a safer and healthier approach to the workplace when it comes to COVID-19
7. Bi-weekly emails from Mendocino County Working on Wellness Program (MCWOW) provide resources to support employees with their well-being efforts while coping with the challenges and uncertainty brought on by COVID-19
8. Human Resources received training from Dr. Miller, BHRS Director, on how to assist employees that are having difficulties coping with stress or irregular behavior

#### In Progress

1. Mendo Safe Workplace – putting together resources that provide a safer workplace for county employees
2. Focus recruitment on college students through social media
3. Determine Job Share options to employees who would like to voluntarily reduce their schedule for child care or other personal needs
4. Survey Department Heads about remote workforce/telework
5. Survey County Staff
6. Sponsor peer support groups through leadership, include Behavioral Health community support groups
7. Management training funds to enhance work from home- ability to purchase equipment
8. Permanent telework policy to address long-term work from home needs
9. Add positions to aid in supporting staff during extended emergency response
10. Call center adequate staffing and support, consider virtual call center options
11. Care Bags to all employees provided on behalf of County Leadership
12. Management training with Dr. Miller on how to assist employees that are having difficulties coping with stress or irregular behavior