



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

---

**File #:** RES 20-1066, **Version:** 1

---

Adopt a Resolution to:

- a. Approve and adopt a resolution amending the Office of Emergency Services Budget Unit 8056-001-CAO005 to increase appropriations by \$171,000 for the Care and Shelter Branch of the Emergency Operations Center financed by a release of Cannabis Assignment (BSA 001-3132) or other source approved by the Board (4/5ths vote required); and
- b. Authorize and direct the Auditor-Controller and County Administrative Office to incorporate the changes to the FY 2020-21 Adopted Budget Unit 8056-001-CAO005.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and adopt a resolution amending the Office of Emergency Services Budget Unit 8056-001-CAO005 to increase appropriations by \$171,000 for the Care and Shelter Branch of the Emergency Operations Center financed by a release of Cannabis Assignment (BSA 001-3132) or other source approved by the Board (4/5ths vote required); and
- b. Authorize and direct the Auditor-Controller and County Administrative Office to incorporate the changes to the FY 2020-21 Adopted Budget Unit 8056-001-CAO005;

SUMMARY/DISCUSSION:

The Emergency Operations Center (EOC) was activated in Spring of 2020 to respond to the Covid-19 Pandemic. The EOC has many branches staffed by County Disaster Service Workers (DSW). DSWs are County employees re-assigned from various County departments to work emergencies. Monterey County historically seeks voluntary reassignment to staff the EOC. The Department of Social Services (DSS), through the Care and Shelter Branch of the Emergency Operations Center, has staffed and managed the COVID-19 Alternative Housing Sites since April 2020. The department has experienced significant staffing impacts due to the long-term reassignment of staff to the Alternative Housing Sites.

We encourage all County Departments and Board Offices to reassign workers if they have the capacity. Every County employee was required to complete a survey related to DSW skills and we have made direct requests to departments to reassign appropriate staff. However, we still do not have sufficient personnel to supplant DSS efforts.

To provide relief to the Department of Social Services at this time, the Office of Emergency Services is seeking funding to hire temporary Alternative Housing Site personnel through temporary staffing agencies. It is anticipated that this funding will provide temporary personnel for a four (4) week period. Using the temporary staffing agencies is intended to bridge the gap of staffing between now and when the Workforce Development Board (WDB) expects to recruit workers.

Ultimately, the WDB expects to hire individuals through the Workforce Innovation and Opportunity Act (WIOA) on the job training program to provide staffing support to the Alternative Housing Sites in mid-January. The WIOA program participants will supplement County staff who will be reassigned from other departments to handle manager functions at the Alternative Housing Sites.

Alternative Housing Sites provide a critical service to our community as they house COVID-19 positive individuals that have no alternate housing arrangements to self-isolate. Providing safe alternatives for self-isolation for individuals mitigates the spread of COVID-19 in the community. As such, it is recommended that the Board of Supervisors authorize the transfer of \$171,000 from the Cannabis Fund to the Office of Emergency Services to support the temporary staffing needs of the Alternative Housing Sites.

OTHER AGENCY INVOLVEMENT:

The County Administrative Office consulted with the Social Services and Human Resources Departments.

FINANCING:

The total cost of 34 temporary Alternative Housing Site workers is projected to be \$171,000 for a 4-week period. The County Administrative Office of Emergency Services is requesting an increase in appropriations of this amount to appropriately staff the Alternative Housing Sites during this public health emergency. These expenditures will be submitted to FEMA for reimbursement under the on-going COVID-19 emergency declaration with an anticipated recovery rate of 75%. Under existing reimbursement provisions, funds should be received in sufficient time to reimburse 75% of the authorized funding during the current fiscal year.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

☐ Economic Development  
☒ Administration  
☐ Health & Human Services  
☐ Infrastructure  
☐ Public Safety

Prepared by: Irma Ramirez-Bough, Director of Human Resources, 755-5043, and  
Ariana Hurtado, Senior Personnel Analyst 784-5638

Approved by: Charles McKee, County Administrative Officer 755-5312

Attachments:  
Board Report  
Resolution

cc: Dewayne Woods, Assistant County Administrative Officer  
Nick Chiulos, Assistant County Administrative Officer

Lori Medina, Director of Social Services  
Gerry Malais, Office of Emergency Services  
Rupa Shah, Auditor-Controller