

November 17, 2020

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, California 93009

**Mike Pettit**  
Assistant County Executive Officer

**Kaye Mand**  
County Chief Financial Officer

**Shawn Atin**  
Assistant County Executive Officer/  
Human Resources Director  
Labor Relations

**Subject: Adoption of a Resolution to Complete the Negotiated/Agreed Upon Addition of the Day After Thanksgiving to the List of Holidays on Which County Offices Will Be Closed**

**Recommendation:**

It is recommended that your Board:

1. Adopt the attached Resolution of the Board of Supervisors of the County of Ventura Fixing Days and Hours of Operation that adds the Day After Thanksgiving to the list of holidays recognized by the County of Ventura, fixing days and hours of operation that shall be closed for the transaction of business including:
  - a) New Year's Day, January 1;
  - b) Martin Luther King Day, the third Monday in January;
  - c) President's Day, the third Monday in February;
  - d) Memorial Day, the last Monday in May;
  - e) Independence Day, July 4;
  - f) Labor Day, the first Monday in September;
  - g) Veterans Day, November 11;
  - h) Thanksgiving Day, the fourth Thursday in November;
  - i) Day After Thanksgiving;
  - j) Christmas Day, December 25; and
  - k) Every day appointed by the President of the United States or Governor of the State for public fast, Thanksgiving or holiday, when specifically authorized by the Board of Supervisors.

If a holiday listed above falls on a Saturday, County offices shall be closed for the transaction of business on the preceding Friday in lieu of the day observed. If a holiday listed above falls on a Sunday, County offices shall be closed for the transaction of business on the following Monday in lieu of the day observed.

**Fiscal/Mandates Impact**

|                              |                    |
|------------------------------|--------------------|
| Mandatory:                   | No                 |
| Source of Funding:           | Department Budgets |
| Funding Match Required:      | None               |
| Impact on Other Departments: | None               |

**Discussion**

The proposed Resolution reflects the terms of recently negotiated revisions to all union memorandums to add the Day After Thanksgiving as a paid holiday to the County calendar. The County of Ventura is one of the few jurisdictions that has not recognized the Day After Thanksgiving as a paid holiday. Your Board recently approved successor labor agreements with all County of Ventura employee unions and the Management, Confidential, Clerical, and Other Unrepresented Employees Resolution, that added the "Day After Thanksgiving" as a paid assigned holiday beginning in calendar year 2020.

The proposed Resolution adds the Day After Thanksgiving to the list of holidays when County of Ventura offices shall be closed for the transaction of business.

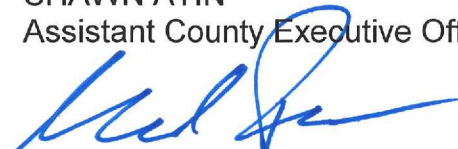
This letter has been reviewed by the County Executive Office, County Counsel, and the Auditor-Controller's Office. If you have any questions, please contact me 805-654-2561.

Respectfully,



SHAWN ATIN

Assistant County Executive Officer/Human Resources Director



M.P. MICHAEL POWERS

County Executive Officer

c: Jeffery S. Burgh, Auditor-Controller  
Michael G. Walker, County Counsel  
Mike Pettit, Assistant County Executive Officer  
Kaye Mand, Assistant County Executive Officer/Chief Financial Officer

Attachment:

- Exhibit 1 Resolution of the Board of Supervisors of the County of Ventura Fixing Days and Hours of Operation