

**Furlough Operational Plan
December 22, 2008 – January 4, 2009**

During the designated furlough period of December 22, 2008 – January 4, 2009, County offices will operate under various schedules. The schedule will include offices that remain open during the entire period to comply with legal mandates, partial closures and full closures. Peace officers and fire fighters will not be furloughed. Operational emergency response personnel will be available as required. The CEO's office will be available if needed to cover critical business operational needs.

The designated furlough period is a time frame in which most County offices operate with minimal/limited staffing. Where offices are partially or fully closed, departments will make necessary arrangements to cover emergency or critical services. Public Health and Mental Health will have medical staff available if needed.

The following operational plan has been developed by departments and reviewed by labor organizations and meets with the spirit and intent of the agreements covering the mandatory furlough program. The plan will be modified if necessary to meet potential business needs.

Open Entire Furlough Period

Some employees will be furloughed during this period:

- o Clerk-Recorder-Assessor , North County
- o Fire
- o Parks
- o Probation
- o Public Defender
- o Sheriff

Partial Closures

The following departments will be closed some of the days from December 22, 2008 through January 4, 2009, or portions of these departments will be closed for some or all of that time:

Agricultural Commissioner will be closed to the *public*:

December 24 – December 28

December 31 – January 4

The following **Alcohol, Drug and Mental Health Services Department (ADMHS)** services will be closed to the **public** from December 22, 2008 through January 4, 2009: (On-call staff is available if needed – department plan in place to meet clients needs.)

Children's Clinics

429 N. San Antonio Rd.
Santa Barbara

117 N B St
Lompoc

500 W. Foster Rd.
Santa Maria

Adult Clinics

Adult Services Teams 1, 2, & 4
4444 Calle Real
Santa Barbara

Vida Nueva
22 E Mission St.,
Santa Barbara

Vida Nueva
646 N H St.,
Lompoc

Adult Services, 500 W. Foster Rd.
Santa Maria

Vida Nueva
117 E. Tunnel
Santa Maria

Administration
300 N. San Antonio Rd.
Santa Barbara

Alcohol and Drug Program
300 N. San Antonio Rd.
Santa Barbara

The **Office of the District Attorney** will be closed as follows:

December 22 and 23 –	Closed at noon
December 24 – 26 –	Closed
December 29 and 30 –	Closed at noon
December 31 – January 2 -	Closed

The following **Public Health Department** services will be closed to the **public** as indicated below: (On-call staffing is available if needed.)

Services	Closure Dates
Santa Barbara Clinic 345 Camino Del Remedia, Bldg 3 and 4 Santa Barbara	December 24, 2008 – December 28, 2008 December 31, 2008 – January 4, 2009
Carpinteria Clinic 931 Walnut Avenue Carpinteria	December 24, 2008 – December 28, 2008 December 31, 2008 – January 4, 2009
Franklin Clinic 1136 E. Montecito Street Santa Barbara	December 24, 2008 – December 28, 2008 December 31, 2008 – January 4, 2009
Santa Maria Clinic 2115 S. Centerpointe Parkway Santa Maria	December 24, 2008 – December 28, 2008 December 31, 2008 – January 4, 2009
Santa Maria Women's Center 116 S. Palisade Drive Santa Maria	December 24, 2008 – December 28, 2008 December 31, 2008 – January 4, 2009
Lompoc Clinic 301 N. R Street Lompoc	December 24, 2008 – December 28, 2008 December 31, 2008 – January 4, 2009
California Children Services 1111 Chapala Santa Barbara	December 24, 2008 – December 28, 2008 December 31, 2008 – January 4, 2009
Animal Services, Santa Barbara 5473 Overpass Road Santa Barbara	December 24, 2008 – close at noon December 25, 2008 January 1, 2009
Animal Services, Lompoc 1501 W. Central Avenue	December 24, 2008 – close at noon December 25, 2008

Lompoc

January 1, 2009

Animal Services, Santa Maria
548 W. Foster Road
Santa Maria

December 24, 2008 – close at noon
December 25, 2008
January 1, 2009

Most **Public Works** services will be closed to the **public** from December 22, 2008 through January 4, 2009, with the following exceptions, which will be **open** as noted below:

- Tajguas Landfill - open to franchise haulers and account customers **only**
- Laguna County Sanitation – open to water softener companies **only**
- South Coast Recycling Center and Transfer Station
- Santa Ynez Valley Recycling Center and Transfer Station
- Cuyama Transfer Station
- Ventacopa Transfer Station

The **Department of Social Services** will be closed to the **public**:
December 24, 2008 and December 25, 2008
December 31, 2008 and January 1, 2009

Closures

All offices of the following departments will be **closed** to the **public** from December 22, 2008 through January 4, 2009. (Some departments will have small numbers of staff during this period to provide internal services – not public services.) Emergency and on-call staffing will be available if needed.

- Assessor's Office - Santa Barbara
- Auditor Controller
- Child Support Services
- Clerk of the Board
- County Counsel (staff available for service of process only)

- County Executive Office/Human Resources
- Elections
- First Five
- General Services
- Housing and Community Development
- Information Technology (Staff available as needed)
- Planning and Development
- Redevelopment Agency
- Retirement
- Treasurer-Tax Collector