

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: 5/15/2024


Meeting Date: 5/28/2024

Submitted By: Codey Sibley

Department: Facilities Management

Signature of Elected Official/Department Head:



<p>Court Decision: This section to be completed by County Judge's Office</p>

<p>May 28, 2024</p>

Description:

Discuss possible implementation of a 4x10 hour day work week 6 month trial for Facilities Management Maintenance staff effective 6/3/2024 - Facilities Management

(May attach additional sheets if necessary)

Person to Present: Joshua Green

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) PUBLIC CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: _____ minutes

Session Requested: (check one)

Action Item Consent Workshop Executive Other _____

Check All Departments That Have Been Notified:

County Attorney IT Purchasing Auditor

Personnel Public Works Facilities Management

Other Department/Official (list) _____

**Please List All External Persons Who Need a Copy of Signed Documents
In Your Submission Email**

Duc (Tech II)	6:30am-5:00pm	6:30am-5:00pm	6:30am-5:00pm	6:30am-5:00pm	OFF
Randy (Tech II)	6:30am-5:00pm	6:30am-5:00pm	6:30am-5:00pm	6:30am-5:00pm	OFF
Roger (Tech II)	8:00am-5:00pm	8:00am-5:00pm	8:00am-5:00pm	8:00am-5:00pm	8:00am-5:00pm
Ajay (Tech II)	8:00am-5:00pm	8:00am-5:00pm	8:00am-5:00pm	8:00am-5:00pm	8:00am-5:00pm
Mike (Tech II)	8:00am-5:00pm	8:00am-5:00pm	8:00am-5:00pm	8:00am-5:00pm	8:00am-5:00pm
Robert (Tech I)	6:30am-5:00pm	6:30am-5:00pm	6:30am-5:00pm	6:30am-5:00pm	OFF
Eric (Tech I)	OFF	6:30am-5:00pm	6:30am-5:00pm	6:30am-5:00pm	6:30am-5:00pm
Vacant (Tech I)	OFF	6:30am-5:00pm	6:30am-5:00pm	6:30am-5:00pm	6:30am-5:00pm

THINGS TO NOTE:

- ADMINISTRATIVE/CUSTODIAL STAFF SCHEDULE'S REMAIN UNCHANGED (8-5 M-F)
- HIGHER ATTENDANCE, GREATER RETENTION/RECRUITMENT
- GREATER COVERAGE OF FACILITIES THROUGHOUT WEEK (6:30-5 M-F)
 - MOCK SCHEDULE REQUIRES 30 MINUTE LUNCH
- BETTER FLEXIBILITY TO WORK PROJECTS REQUIRING AFTER HOURS/WEEKENDS
 - MAY BE REQUIRED TO WORK OVERTIME BUT STILL HAVE 2-3 DAYS OFF (INCREASED WORK/LIFE BALANCE)
- THREE MAINTENANCE STAFF ELECTED TO REMAIN 8-5 M-F