

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Resolution on May 6, 2008, by the following vote:

AYES: I, II, III, IV, V

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

RESOLUTION NO. 2008/299

THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS in its capacity as governing Board of the County of Contra Costa and all districts of which it is ex-officio governing Board RESOLVES THAT:

- A. The Human Resources Department is authorized to implement the Tactical Employment Team Program (TETP). The objective of this program is to mitigate the negative impact that anticipated layoffs will have on the County's workforce. The main components of the program are as follows:
1. Finding Alternate Placements within the County. Preference shall be given to employees separated through layoff when filling vacant, project, temporary, and contract positions. The Department shall freeze vacancies in other departments for possible placement of laid off employees who possess the required knowledge, skills and abilities for the position.
 2. Outplacement. The Human Resources Department will be available to provide the following services as requested: career counseling, resume preparation, interview tips, job search resources and tools, retraining opportunities, and registration with temporary employment agencies.
 3. Personal Support. In cooperation with the Employee Assistance Program and other professional organizations, personal support services shall be made available to laid off employees, including financial planning, crisis intervention counseling, stress management, and retirement planning.
- B. Contra Costa County serves a large, diverse population which is reflected in the diversity of the County's workforce and that of its dependent districts. It is the policy of Contra Costa County to comply with all applicable local, state and federal laws governing equal employment.
- C. The County Administrator shall forward a copy of this resolution to all department heads emphasizing the importance of cooperating with the TETP in order to ensure that employees who are laid off are given every opportunity to continue their employment with the County in another capacity or to be placed in appropriate employment elsewhere.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown:

ATTESTED: May 6, 2008

JOHN CULLEN, Clerk of the Board of Supervisors and County Administrator

By Sera O'Neal, Deputy

cc: All Department Heads
County Administration

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