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# MEMORANDUM

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Date: April 1, 2020

To: Julie Castañeda  
Clerk of the Board of Supervisors

From: C.H. Huckelberry  
County Administrator 

Re: **Emergency Items to Add to the April 2, 2020 Special Meeting Agenda**

- 1) Discussion/ questions/ action with regard to leave options and essential employee designation as identified by County Administrator Memorandum to Elected Officials, Department Heads, Appointed Officials, and Management dated March 31, 2020..
- 2) Wellness Checks to Safeguard the Work Place discussion direction and action.

CHH/mp