



Arapahoe County

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Board Summary Report

File #: 21-428

Agenda Date: 6/1/2021

Agenda #: 4.a.

To: Board of County Commissioners

Through: N/A

Prepared By:

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Subject:

A resolution adopting an Arapahoe County Remote Work Policy

Purpose and Request:

Staff is requesting the Board of County Commissioners approve and adopt a new Remote Work Policy for Arapahoe County.

Background and Discussion: Since 2017, Arapahoe County has had an established telecommuting policy. The COVID-19 pandemic shifted a majority of employees to remote work, resulting in a more in-depth assessment of remote work as part of County's SEAL program. In February 2021, SEAL Team 2020 presented the results and outcomes of their project, which indicated there were potential opportunities to maintain work from home. As a result of the SEAL Team's analysis, The Board of County Commissioners (BOCC) directed the E-Team to further evaluate and develop a post-pandemic remote work policy.

A study session was held May 4, 2021 to provide background on policy development as well as the draft policy. Since that study session, the policy has been modified and presented to

the E-Team and the BOCC. A second study session was held May 25, 2021, to present how the policy would be operationalized by each department and office, answering any questions prior to formal policy adoption.

If adopted, the official start date for policy implementation will be July 6, 2021, allowing ample time for communication and employee planning. The E-Team is finalizing the Remote Work Agreement and additional guidance documents to support implementation. During the 2021 Leadership Workshop, a session will help define countywide metrics to assess the efficacy of remote work in a post-pandemic environment to help inform

long-term decisions around program success, continued usage, and space needs.

Alternatives: The Board could choose not to adopt this policy as presented.

Fiscal Impact: None at this time.

Alignment with Strategic Plan:

- ☒ Be fiscally sustainable
- ☒ Provide essential and mandated service
- ☒ Be community focused

Concurrence: The E-Team recommends approval and adoption of this policy.

Resolution: See attached resolution.