

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**FROM:** Supervisor Jeff Stone

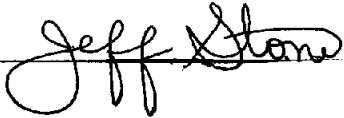
**SUBMITTAL DATE:**  
May 6, 2008

**SUBJECT:** Preferred Work Schedules - 4/10

**RECOMMENDED MOTION:** That the Board of Supervisors approve a study on making the 4/10 a preferred work schedule.

**BACKGROUND:** Current Board of Supervisors Policy C-6 sets policy on the use of alternate work schedules, such as the 4/10, and emphasizes keeping the County staffed for business 5-days a week. With the price of gas, rising food costs, and other expenses related to commuting, it seems prudent for the County to review the preferred work schedules of our employees.

Departmental Communication

  
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Prev. Agn. Ref.:

District:

Agenda Number:

**3.29**

**BACKGROUND continued**

Approximately 5,600 employees work a traditional 5/40 work schedule, nearly 1,400 employees work other than a 9/80 schedule, and about 8,800 employees work a 9/80 schedule (the current preferred schedule) generally with every other Monday or Friday off. If a 4/10 work schedule is implemented for employees who work the 9/80 schedule, they could keep their current day off and increase their total days off by two days per month - - reducing commuting costs by 10%, as well as reduce traffic congestion on the roadways. Converting 5/40 employees to a 4/10 schedule would reduce commutes and associated costs by close to 25%.

Additionally, if a large number of County employees were to convert to a 4/10 schedule, there would be less pollution, and the County would receive credit towards its required clean air goals.

For the above reasons, I recommend that the Human Resources Department look into the 4/10 work schedule as the "preferred alternate schedule" for County employees.

I believe a 4/10 work schedule could be easily implemented and not negatively affect the availability of County services for our residents.

I would ask for a report back to the Board within 30 days.