***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **5 Min.** | **Meeting Date:** | **September 16, 2025** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Hayley Hudson** | **Phone:** | **530-842-8005** |
| **Address:** | **1312 Fairlane Rd, Suite 1** |
| **Person Appearing/Title:** | **Hayley Hudson, Deputy County Administrator** |
| **Subject/Summary of Issue:** |
| Assembly Bill 2561 (AB 2561) was signed into law on September 22, 2024, and became effective on January 1, 2025. It requires all California public agencies to hold an annual public hearing to present information related to:* Current position vacancies,
* Recruitment efforts underway, and
* Strategies for retaining existing employees.

This is the first-year counties are required to comply with AB 2561. This agenda item fulfills the County’s obligation to provide a formal workforce update to the Board of Supervisors and the public. A staff report has been prepared outlining vacancy rates, hiring activity, and key retention initiatives across departments.  |
| **Financial Impact:** |
| **NO** | [x]  | *Describe why no financial impact:* There is no fiscal impact to hold the public hearing. |
| **YES** | [ ]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: |  |  |  |  |  |
| Fund:  |  |  | Description: |  | Org.: |  | Description: |  |
| Account: |  |  | Description: |  |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| It is recommended the Board set a public hearing to comply with AB 2561. |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021