

Ifthika “Shine” Nissar
EADM – 734, Dr. Angela Louque
Analysis of County of Riverside Board Policy of Human Resources

Policy: Alternative Work Schedule, Policy No: C-6

Employer: Riverside County,
Dept. Riverside County Children and Family Services – First 5 Riverside

Employees of Riverside County have the opportunity to work on an Alternative and or Flexible work schedule according to policy C-6. This policy is approved by the Board of Supervisors of Riverside County. It is the intent of the Board of Supervisors to assure that County services will be available to the general public from 8:00am to 5:00pm M-F while accommodating the needs of staff members of the County, with 18,000 employees countywide.

There are 30 staff members at First 5 Riverside. 23 Staff members work on Alternative Work Schedule. This is also called as a 9/80 work schedule. Employees work 9 hour days a week and gets to choose Monday or Friday off every two weeks once an he/she completes the one year probationary period successfully. When the staff member requests this benefit it is up to the Supervisor to approve or disapprove the request based on the type of work and work load of each employee.

The reason I chose to analyze this policy is because I have been benefitting from this policy for the last two years. The ability to get Monday off every two weeks has helped me with the care giving of my mother who suffers from Dementia. As part of this assignment, I interviewed the County HR Representative at my office to get an in-depth understanding of this policy and the usage. I learned that the 9/80 schedule is supported by the County as this helps with the reduction of vehicles driven by employees and the effect it has on the air quality studied by the Safe Ride - Ride Share Department. Even though I assumed that the 9/80 schedule will result in staff members taking less time off to attend to personal businesses (i.e. doctor's appointments, attending time with the family, etc...), the HR Representative shared that it has been a trend that staff members take more time off in general. Instead of people taking their day off every two weeks, some people tend to take an additional day off and prefer to work 4 days a week. The good news is that employees are productive with their work. All employees attend the monthly staff meeting, all employees attend the weekly units meetings and attend trainings and other meetings with the community partners.

Completing this assignment and reviewing a County HR Policy gave me another perspective as I reviewed a HR Policy of a school district for my Administrative Administration Course.