

RESOLUTION 20-7

A RESOLUTION TO CHANGE THE EMPLOYEE HANDBOOK AND EXTEND ANNUAL BENEFIT MAXIMUM ACCRUAL AND FULL PAYOUT OF ANNUAL SHOULD A GCHD EMPLOYEE LEAVE EMPLOYMENT WITH THE HEALTH DISTRICT UNTIL DECEMBER 2022

WHEREAS, the Grant County Board of Health approves the GCHD Employee Handbook.

WHEREAS, several GCHD employees are providing critical support to the COVID-19 pandemic since March 2020 and unable to use accrued annual leave.

WHEREAS, the GCHD Employee handbook Section X BENEFITS – 10.6 Annual Leave states, “Annual leave may be accumulated to a total of two hundred (200) hours above the current year's accrual. Any unused annual leave more than two hundred (200) hours as of December 31 of any year shall lapse. Regular part-time employees may carry over annual leave into the next year based on the percentage of two hundred (200) hours they normally work. In no event will an employee be entitled to any more than two hundred (200) hours annual leave paid at the time an employee leaves the GCHD (retirement, resignation and/or discharge/termination); however, the GCHD may require an employee to use all accumulated annual leave prior to the time an employee leaves the GCHD. Exceptions to the maximum may be made only if an employee's request to take annual leave has been made and denied by a member of management and/or based on business necessity. A request for an exception to the annual leave maximum policy must be submitted timely in writing to the Administrator.”

WHEREAS, due to the anticipated continued COVID-19 response, it will not be possible for all employees to get their annual leave below 200 before December 31, 2020 without risk to the public health COVID response.

WHEREAS, Due to the continued COVID response, it will not be possible for all employees to get their annual leave below 200 before December 31, 2020.

THEREFORE, BE IT RESOLVED THAT THE GRANT COUNTY BOARD OF HEALTH shall fully pay out accrued annual leave if an employee leaves GCHD employment and extend the 200 hours annual leave threshold from December 31, 2020 to December 31, 2022 to allow staff time to utilize their annual leave benefit.

PASSED BY THE GRANT COUNTY BOARD OF HEALTH AND SIGNED BY ITS CHAIR ON November 16, 2020

Tony Massa, Chair of the Board

ATTEST:

Theresa Adkinson, Administrator

