

# Warren County Board of Supervisors

## RESOLUTION NO. 143 OF 2016

**Resolution introduced by Supervisors Conover, Seeber, Sokol, Simpson, Merlino, Dickinson, Girard, Frasier, Beaty, McDevitt and Braymer**

### **AMENDING THE WARREN COUNTY PLANS AND POLICIES MANUAL TO ALLOW FOR ALTERNATIVE LEAVE DAYS FOR EMPLOYEES REQUIRED TO WORK ON OFFICIAL HOLIDAYS**

WHEREAS, certain non-bargaining unit, Fair Labor Standards Act exempt, employees work a nontraditional schedule that includes weekends and may be scheduled to work on official holidays, and

WHEREAS, the Board desires to allow such employees and their department heads the flexibility to provide for compensatory leave time in such instances, and to further the mission of each such department, now, therefore, be it

RESOLVED, that the Warren County Plans and Policy Manual Chapter VI is hereby amended to add a new section VI.012 to read as follows:

#### “§VI.012 NON-BARGAINING UNIT EMPLOYEE HOLIDAYS.

When a non-bargaining unit, Fair Labor Standards Act exempt employee is required, as part of the customary work schedule, to work on one of the officially-designated county holidays, or if such an employee is called to work on such a holiday, the employee shall be compensated at such employee’s regular salary rate for the payroll period and receive leave credit for a full work day to be used within six months of the date of such accrual with the department head’s prior approval (which approval shall not be unreasonably withheld). If such employee’s normally scheduled day off falls on the official holiday, the employee shall likewise accrue one full work days’ leave to be used within six months upon prior approval of the department head (which such approval shall not be unreasonably withheld).”