



RESOLUTION NO. 2020-75

A RESOLUTION OF THE BOARD OF SUPERVISORS OF COCONINO COUNTY, ARIZONA, TO REPLACE RESOLUTION NO. 2020-24, REMOVE CERTAIN EXCEPTIONS TO THE COCONINO COUNTY PERSONNEL POLICY MANUAL, REINSTATE COCONINO COUNTY PERSONNEL POLICIES REGARDING LEAVE ACCRUALS, AND ADDRESS PROCESS FOR EXISTING ACCRUALS CREATED BY THE TEMPORARY POLICY CHANGES

WHEREAS, on January 30th, 2020, the World Health Organization declared the COVID-19 illness a public health emergency of International concern, and on March 11, 2020, the Governor of Arizona declared a state of emergency, and on March 13, 2020, the President of the United States declared a national emergency, and on March 18th, 2020, Coconino County declared a local emergency due to the continued spread of the novel coronavirus, COVID-19; and

WHEREAS, on March 18, 2020, Coconino County passed and adopted Resolution 2020-24 to provide for certain exceptions to the Coconino County Personnel Policy Manual regarding Leave Accruals during the Public Health Emergency created by the COVID-19 illness;

WHEREAS, COVID-19 is believed to spread person-to-person in the same manner as the common cold or flu and the best way to prevent contraction of the illness is to avoid exposure from others;

WHEREAS, Coconino County implemented a Re-Entry Plan and Re-Entry Advisory Council to navigate public service during the COVID-19 pandemic;

WHEREAS, Coconino County continues to provide service in person and remotely, is enacting the County re-entry plan, and continues to bring more employees back to the workplace, thus eliminating the need for the temporary policy changes adopted on March 18, 2020;

NOW, THEREFORE, BE IT RESOLVED, that the Coconino County Board of Supervisors does hereby end the temporary exception to the Personnel Policy to allow individual employees to run negative balances of paid time off (PTO) and returns to the policy language in Policy 6.3 "PTO may not be advanced to an employee" effective on the beginning of a new pay period, October 31, 2020 and employees with a negative PTO balance on October 30, 2020 will be frozen at the negative balance on that date; and

BE IT FURTHER RESOLVED, that the Coconino County Board of Supervisors does hereby end the temporary exception to allow employees to donate their accrued paid time off to the Coconino County Leave Sharing Bank and returns to the policy language in Policy 6.7 that allows employees to donate their accrued vacation leave to the Coconino County Leave Sharing Bank effective on the beginning of a new pay period, October 31, 2020; and

BE IT FURTHER RESOLVED, that the Coconino County Board of Supervisors does hereby end the temporary exception to the Personnel Policy to allow individual employees to accrue vacation leave above the 240-hour limit set by Policy 6.1 and returns to the policy language in Policy 6.1 "A maximum of 240 hours of vacation leave may be accrued; any excess is forfeited" effective on the beginning of a new pay period January 9, 2021; AND, any employee above the 240-hour limit on January 8, 2021 will be frozen at their accrual on that date.

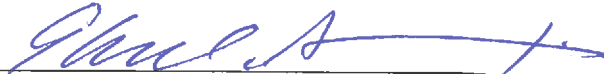
PASSED AND ADOPTED this 27th day of October, 2020.

AYES: 3
NOS: 0
ABSENT: 2

(SEAL)

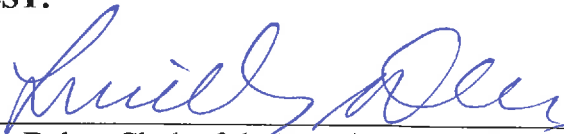


COCONINO COUNTY BOARD OF SUPERVISORS



Elizabeth Archuleta, Chairman

ATTEST:



Lindsay Daley, Clerk of the Board

APPROVED AS TO FORM:



Rose Winkeler, Deputy County Attorney