



Legislation Text

File #: 21-2766, Version: 1

To: Harris County Commissioners Court

Through: Shain Carrizal, Senior Director of Human Resources & Risk Management

Prepared By: Shain Carrizal, Senior Director of Human Resources & Risk Management

Subject: Temporary Amendment to the Harris County Personnel Policies and Procedures in response to the COVID-19 pandemic

Project ID (If applicable):

Purpose and Request:

Request by Budget Management for approval to temporarily amend Section §11.03 of the Harris County Personnel Policies and Procedures to allow regular position employees to accrue a maximum of 320 vacation leave hours until September 11, 2021.

Background and Discussion:

Since the onset of COVID-19, Commissioners Court has authorized temporary amendments to the Harris County Personnel Policies and Procedures to respond to the pandemic. Extending the 320-hour maximum vacation leave accrual past Labor Day should give employees the opportunity to use vacation leave before the maximum decreases to 280 hours.

Fiscal Impact:

There could be a small fiscal impact of extending the vacation leave maximum accrual to September 11th if an employee terminates employment and final benefits are paid based on the higher accrual maximum.

Fiscal Summary			
Expenditures	FY 20-21	FY 21-22 Projected	Future Years Projected [3 additional years]
Service Impacted: [Please specify division where expenditure occurs]	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Existing Budget	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Additional Appropriation Requested	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Total Expenditures	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Funding Sources			
Existing Department Budget	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
General Fund	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
All Other Funds	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

Total Sources	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
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Alternatives:

N/A

Alignment with Strategic Objective:

N/A

Attachments:

Temporary Amendment to the Harris County Personnel Policies and Procedures Order