File #: 22-4518, **Version:** 1

Department: Human Resources and Risk Management
Department Head/Elected Official: Shain Carrizal

Regular or Supplemental RCA: Regular RCA
Type of Request: Policy

Project ID (if applicable): COVID19
Vendor/Entity Legal Name (if applicable): N/A

MWDBE Contracted Goal (if applicable): N/A
MWDBE Current Participation (if applicable): N/A
Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Request Summary (Agenda Caption):
Request by Human Resources and Risk Management for approval to extend authorization allowing employees the option to be paid for all hours worked directly related to the response and recovery of COVID-19 for the period of August 13, 2022 through August 26, 2022.

Background and Discussion:
Since the onset of the pandemic, Commissioners Court has authorized employees responding to COVID-19 to be paid for all hours worked instead of accumulating compensatory time subject to Department Head approval. Based on the last pay period, a majority of the hours paid is related to enforcing COVID protocols in court buildings.

Expected Impact:
Since some Harris County employees who are responding to the COVID-19 pandemic can only take minimal time off, this policy allows those employees, the option to be paid for all hours worked instead of accumulating compensatory time subject to Department Head approval. The financial impact of non-exempt employees is less than exempt employees since non-exempt employees would be paid for all hours worked after they reach their maximum compensatory time balance of 240 hours according to Harris County Personnel Policies and Procedures. The cost projection below represents one pay period.

Alternative Options:
There is a financial impact of paying employees for all hours worked instead of them earning compensatory time. Commissioners Court could take no action and reduce the financial impact: however, some employees would earn excessive compensatory time and non-exempt employees would still be paid for all hours worked after they reach their maximum compensatory time balance of 240 hours. Exempt employees would not accrue or be paid for overtime hours if they are at their maximum compensatory time balance.

Alignment with Goal(s):

_ Justice and Safety
_ Economic Opportunity
_ Housing
_ Public Health
_ Transportation
_ Flooding
_ Environment
X Governance and Customer Service

Prior Court Action (if any)**:**

Date	Agenda Item #	Action Taken
7/19/2022	4	Court extended the policy through August 12, 2022. The policy has been continuously extended by Court since its inception on March 24, 2020.

Location:

Address (if applicable): N/A
Precinct(s): Countywide

Fiscal and Personnel Summary				
Service Name	Disaster Recovery			
		SFY 22	FY 23	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)				
Labor Expenditures		$66,575	$	$
Non-Labor Expenditures		$	$	$
Total Incremental Expenditures		**$66,575**	**$**	**$**
Funding Sources (do NOT write values in thousands or millions)				
Existing Budget				
1020 - Public Improvement Contingency (PIC		$64,740	$	$
1000 - General Fund		$1,835	$	$
Choose an item.		$	$	$
Total Current Budget		$66,575	$	$
Additional Budget Requested				
Choose an item.		$	$	$
Choose an item.		$	$	$
Choose an item.		$	$	$
Total Additional Budget Requested		$	$	$
Total Funding Sources		**$66,575**	**$**	**$**

Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Court Date: August 2, 2022

Anticipated Implementation Date (if different from Court date): August 13, 2022

Emergency/Disaster Recovery Note: COVID-19 related item

Contact(s) name, title, department: Shain Carrizal, Executive Director, Human Resources & Risk Management

Attachments (if applicable)**:** N/A