

A RESOLUTION ADOPTING A SICK TIME DONATIONS POLICY

WASHTENAW COUNTY BOARD OF COMMISSIONERS

March 20, 2019

WHEREAS, Washtenaw County provides its employees with benefits inclusive of sick time to assist in covering time off; and

WHEREAS, Washtenaw County Human Resources is responsible for the oversight of employee leaves and adherence to the Family Medical Leave Act (FMLA); and

WHEREAS, establishing a mechanism to adhere to the FMLA timelines will address the operational needs and adherence to the Act; and

WHEREAS, by establishing a policy that will assist employees who are legally eligible and approved for a leave under FMLA for time off in excess of their available paid leave banks will assist employees in their time of need as well as departments operationally; and

WHEREAS, a committee was formed and is developing a set of proposed procedures to outline how donations will be requested, donated, and used; and

WHEREAS, the Washtenaw County Board of Commissioners, through adoption of a Sick Time Donations Policy is establishing the governance of donating or receiving of donated time to its employees; and

WHEREAS, the Policy will abide by all provisions of the Family Medical Leave Act except in cases where existing union contract provisions or County Policy and Procedures exceed those provided by the Act, in which cases the contracts, policies and procedures will be followed; and

WHEREAS, the purpose of the Policy is to provide employees who are legally eligible for a continuous ongoing leave under FMLA with an option for paid time off in excess of their available paid leave banks, through a voluntary donation process; and

WHEREAS, this matter has been reviewed by Corporation Counsel, the Finance Department, Human Resources, the County Administrator's Office and the Ways & Means Committee;

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby adopts the Sick Time Donations Policy attached hereto and made a part thereof.

BE IT FURTHER RESOLVED that the Washtenaw County Board of Commissioners directs the County Administrator to establish the procedures in accordance with the County's policies.



WASHTENAW COUNTY POLICY

TITLE: Sick Time Donations	RESOLUTION NUMBER TBD	SUPERCEDE:	EFFECTIVE DATE	PAGE OF
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I. APPLICATION:

This policy shall govern the provision of Sick Time Donations to or from County Employees.

II. GENERAL POLICIES:

- A. The County shall abide by all provisions of the Family Medical Leave Act (FMLA) except in the cases where existing union contract provisions or Washtenaw County Policies and Procedures exceed those provided by the Act, in which case the contracts/policies and procedures will be followed.
- B. It is the intent of the Board of Commissioners to provide employees who are legally eligible for a continuous ongoing leave under FMLA with an option for paid time off in excess of their available paid leave banks, through a voluntary donation process.
- C. The Sick Time Donation Procedure will outline the eligibility requirements to participate in this program.