



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 02/06/2024

**SUBJECT: APPROVAL TO REINSTATE LEAVE ACCRUAL CAPS FOR
EMPLOYEES HIRED ON OR AFTER MARCH 1, 2024**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve the reinstatement of leave accrual caps for employees hired on or after March 1, 2024.

BACKGROUND

With short-term disability coverage now available for employee election, Human Resources is requesting that the Commissioners Court approve the reinstatement of leave accrual caps for vacation and sick/personal leave for employees hired on or after March 1, 2024. Currently, there are no caps in place on vacation and sick/personal leave accruals. The requested caps for new employees hired on or after March 1, 2024, will be 400 hours for vacation and 1,440 hours for sick/personal leave. Employees hired prior to March 1, 2024, will continue to accumulate vacation and sick/personal leave from year to year with no cap.

FISCAL IMPACT

The fiscal impact is unknown.

SUBMITTED BY:	Human Resources	PREPARED BY: APPROVED BY:	Rochelle Neal Tina Glenn
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