



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER _____

PAGE 1 OF 2

DATE: 09/05/2023

SUBJECT: **REINSTATEMENT OF LEAVE ACCRUAL CAPS AND THE
CREATION OF A VACATION SELL BACK PROGRAM**

***** BRIEFING AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

The Commissioners Court will be briefed on the reinstatement of leave accrual caps and the creation of a vacation sell back program.

BACKGROUND

Given the County's growing financial liability, staff is proposing the reinstatement of leave accrual caps for vacation and sick/personal leave. The proposal would allow vacation and sick/personal leave balances above the established maximum accrual cap to be maintained until balances fall below the new accrual cap. This would also mean that additional accruals will not be allowed until those balances fall below the new maximum accrual cap.

Staff is also proposing a Vacation Sell Back Program which would allow eligible employees to sell back forty (40) vacation hours as authorized by Commissioners Court. Employees would be required to maintain a balance of 160 vacation hours after the sell back occurs.

Exhibit A includes an overview of the proposed reinstatement of vacation and sick leave accrual caps as well as the Vacation Sell Back Program.

SUBMITTED BY:	Human Resources	PREPARED BY: APPROVED BY:	Rochelle D. Neal
---------------	-----------------	------------------------------	------------------