

STATE OF GEORGIA  
COUNTY OF HALL

**A RESOLUTION AMENDING EMPLOYEE HANDBOOK**

**WHEREAS**, the Board of Commissioners of Hall County, Georgia, as the governing authority of the County, has adopted and approved an employee handbook for policies and procedures; and

**WHEREAS**, the Board of Commissioners desires to amend said employee handbook relating to paid time off for Public Safety employees, adding Veterans Day to the holiday observance calendar, and revising the 401a Money Purchase Plan vesting schedule; and

**WHEREAS**, the Board of Commissioners seeks to properly calculate the paid time off for Public Safety employees; and

**WHEREAS**, the Board of Commissioners seeks to add an additional holiday to the County's holiday observance calendar; and

**WHEREAS**, the Board of Commissioners seeks to revise the vesting schedule for the Hall County 401a Money Purchase Plan ; and

**WHEREAS**, the Board of Commissioners believes that changes in the calculation of paid time off (PTO), the addition of Veterans Day to the County's holiday observance calendar, revising the 401a Money Purchase Plan vesting schedule will benefit the health, safety, and welfare of Hall County citizens; and

**NOW, THEREFORE,** it is hereby resolved that the employees of Fire Rescue will have an increased paid time off (PTO) and vacation bank maximum of 432 hours and an advanced front load of paid time off for new hires in the amount of forty-eight (48) hours. Newly hired employees of the Sheriff's Office will receive an advanced front load of paid time off (PTO) in the amount of sixteen (16) hours or twenty-four (24) hours, based on shift. Veterans Day will be added to the County's holiday observance calendar increasing the observed holiday schedule from nine (9) holidays to ten (10) holidays. The 401a Money Purchase Plan will have a revised vesting schedule consisting of 50% vesting at 3-years of service, 75% vesting at 4-years of service, and 100% vesting at 5-years of service. The changes will be reflected in the Hall County Employee Handbook on pages 106, 112, 113, 114, and 119.

**SO RESOLVED,** this the \_\_\_\_\_ day of August 2024.

**HALL COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Richard Higgins, Chairman

By: \_\_\_\_\_  
Kathy Cooper, Commissioner, District 1

By: \_\_\_\_\_  
Billy Powell, Commissioner, District 2

By: \_\_\_\_\_  
Gregg Poole, Commissioner, District 3

By: \_\_\_\_\_  
Jeff Stowe, Commissioner, District 4

ATTEST:

By: \_\_\_\_\_ (SEAL)  
Jennifer Rivera, County Commission Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
William J. Linkous, III, County Attorney