



## AGENDA ITEM

### Consent Agenda

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**REPORT TO:** Work Session (08/05/24)

**REPORT TO:** Voting Meeting (08/08/24)

**ITEM NO:** 408/2024

**SUBJECT:** Approve the resolution amending the Hall County Employee Handbook, subject to review and approval by the County Attorney.

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#### Meetings:

**Work Session Date:** 08/05/24

**Voting Meeting Date:** 08/08/24

#### Executive Summary:

**Presenter:**

DLJ

**Recommendation:**

Department recommends approval.

**Purpose of Request:**

Approve the resolution amending the Hall County Employee Handbook, subject to review and approval by the County Attorney.

**History:**

**Facts and Issues:**

Employees working in Fire Rescue will incur two changes as it relates to paid time off (PTO): (1) newly hired employees will be front loaded with two (2) days or 48 hours of PTO; and (2) the PTO/vacation bank maximum will increase from 360 hours to 432 hours. County will add Veterans Day to the observance calendar, increasing the observed holidays from nine (9) to ten (10). The 401a Money Purchase Plan vesting schedule will be revised to state 50% vesting at 3-years of service, 75% vesting at 4-years of service, and 100% vesting at 5 -years of service.

**Options:**

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.

**Funding Requested**

\$ 0.00

**Are funds within current budget?**

Yes

**Source of Funds** N/A  
**Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?** Yes  
**Has it been reviewed by the County Attorney?** Yes  
**Is there a deadline for this item?**

**Approvals:**

<b>Submit</b>	<b>Approve</b>	<b>Budget</b>	<b>Finance</b>
LJ	LJ	DA	TS
<b>Attorney</b>	<b>Administration</b>		<b>Clerk</b>
WLI	CR		JR

**Attachments:**

Resolution Amending Employee Handbook 2024



**HALL COUNTY BOARD OF COMMISSIONERS  
FINANCIAL SUPPLEMENT REPORT**

**AGENDA ITEM 408/2024**

**Funds Requested:** \$ 0.00

**Request Budgeted:** Yes

**Proposed Source of Funding:**

**Budget Transfer Requested:**

N/A

Yes

**Funding Source Items:**

**Budget Transfer Items:**

**Additional Information/Comments:**

**Contact for Questions:** DLJ

**Phone:** 770-531-6712