DEPARTMENT: Public Works  By: Larry Pollard  Phone: 966-5356  
Director of Public Works

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes__ No_X)

It is recommended that the Board of Supervisors approve a transfer of donated employee sick leave and compensatory time for the benefit of an employee of the Roads Division.

Seventeen Public Works employees have donated 639 hours of sick leave and 40 hours of compensatory time to a Time Bank to be established for the employee using the criteria set forth in the attached form which has been supplied by the Auditor's Office.

The employee underwent critical heart surgery in November, 1992, and at the time of his scheduled return to work, suffered a relapse and will not be able to return to work until at least late March, 1993. At this time, the employee is out of sick leave and vacation time and will be buying back sick leave as he receives his disability payments, but only at approximately two-thirds of his regular pay. Thus far, the disability payments have been delayed, and he faces the possibility of no income with a family to support unless the Board approves this generous donation by his co-workers.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has not established a formal policy regarding the transfer of sick leave. The Board previously approved a transfer for a deputy in the Sheriff's Department who had an illness requiring major surgery.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. If the request is not approved, the employee will receive no pay.
2. If approval is delayed, monthly payroll deadline cannot be met and employee will not receive a check.

COSTS: (X) Not Applicable
A. Budgeted current FY $____
B. Total anticipated costs $____
C. Required additional funding $____
D. Internal transfers $____

SOURCE: ( ) 4/5th Vote Required
A. Unanticipated revenues $____
B. Reserve for contingencies $____
C. Source description: Balance in Reserve Contingencies, if approved: $____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:
1. Letters of Donation (17 Pages) - Not Attached

CLERK'S USE ONLY
Vote - Ayes: 4  Noes: 0
Absent: 0  Abstained: 0
Approved: ()  Denied: ()  No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: ____________________________

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as: __ Recommended
__ Not Recommended
For Policy Determination
Submitted with Comment
Returned for Further Action

Comment: ____________________________

Initials: ____________________________
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: EVELYN BILLINGS, AUDITOR

FROM: MARGIE WILLIAMS, CLERK OF THE BOARD

RE: TRANSFER OF DONATED COMP TIME/PUBLIC WORKS

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on January 26, 1993

ACTION AND VOTE:

Request to Approve the Transfer of Donated Sick Leave and Compensatory Time within the Public Works Department for Benefit of Employee in the Roads Division (Public Works Director)

BOARD ACTION: Evelyn Billings, Auditor, provided input. (M)Baggett, (S)Parker, Res. 93-62 adopted approving transfer of 40 hours of employee donated compensatory time for the benefit of an employee in the Road Division/Ayes: Unanimous.

cc: Larry Pollard, Public Works Director
    Personnel
    File