RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes__ No_x)
Resolution establishing a policy regarding payment of Department Head
vacation and sick leave accrual as follows:

For vacation benefit that was accrued by the department head prior to
resolution No. 87-368 eliminating vacation accrual to department heads,
affected department heads may opt to:

a. be paid in full at the department head's present rate of pay;
or

b. the accrued vacation hours will be frozen at the present rate
of pay and be paid only upon separation from the County by
the department head.

The rate of pay shall be determined by the annual salary
divided by 2080 hours.

Be it further resolved that the Auditor be directed to contact the
department heads that have accumulated vacation pay and give them the
options contained herein, i.e. to be paid at this time or to freeze the
benefit until separation from the County.

For current sick leave benefit accrual by the department head:

a. All department heads' current accumulated sick leave hours
shall be frozen at the current rate of pay with no further
accumulation as of adoption of this Resolution.

b. Payment of sick leave benefit shall be based upon the rate of
pay existing upon adoption of this Resolution and shall be
payable only upon retirement from the County, based upon
Section 8.05.02.02 of the Policies & Procedures Handbook,
copy attached.

For promotion from a regular employee to a department head status:

a. In the case of a promotion of an employee from a regular
employee of the County to department head status, all
accumulated vacation shall be paid upon promotion at the
employee's rate of pay immediately prior to the promotion and
all accrued sick leave shall be frozen at the same salary
level based upon the formula contained in the employee's
applicable MOU.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
In the past, when the vacation benefit was eliminated under Resolution
No. 87-368 for department heads, the vacation accrued up until that
date was frozen and left on the books, allowing the benefit to accrue
with the rate of pay of the department head to date. This policy sets
the benefit rate and gives the department heads the option for payment
of the benefit.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
1. Adopt the resolution as presented.
2. Pay accumulated vacation pay without option to carry until separation.

3. Do not pay accumulated vacation pay but only have option of carrying until separation. This could be a cost to the County for payment at the rate of the department head at the time of separation.

<table>
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<th>COSTS:</th>
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<td>( ) Not Applicable</td>
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<td>A. Budgeted current FY</td>
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<td>B. Total anticipated costs</td>
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<td>C. Required additional funding</td>
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<td>D. Internal transfers</td>
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<td>( ) 4/5ths Vote Required</td>
<td>This item on agenda as:</td>
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<td>A. Unanticipated revenues</td>
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<td>B. Reserve for contingencies</td>
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<td>C. Source description:</td>
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<td>Balance in Reserve for Contingencies, if approved:</td>
<td>Submitted with Comment</td>
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<td>Returned for Further Action</td>
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CLERK’S USE ONLY:
Res. No.: 3-9DH
Vote - Ayes: 6
Noes: 1
Absent: 0
Abstained: 0
( ) Approved  ( ) Denied
( ) Minute Order Attached  ( ) 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

A.O. Initials: [Signature]

Action Form Revised 5/92
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: DEPARTMENT HEADS

FROM: MARGIE WILLIAMS, CLERK OF THE BOARD

RE: VACATION AND SICK LEAVE BENEFITS

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on March 9, 1993

ACTION AND VOTE:

9:42 a.m. Resolution Establishing a Policy Regarding Payment of Department Head Vacation and Sick Leave Accrual (Parker)
BOARD ACTION: Res. 93-143 adopted; with direction that for promotion from a regular employee to a department head status, all accrued sick leave shall be forfeited/Ayes: (M)Balmain, (S)Baggett, Erickson, Parker; Excused: Taber.

cc: Personnel
File