



ADRIAN GARCIA
PRECINCT 2 COMMISSIONER

March 20, 2019

AGENDA ITEM

Commissioners Court
1001 Preston, 9th Floor
Houston, Texas 77002

Vote of the Court:

| | Yes | No | Abstain |
|-----------------|-------------------------------------|--------------------------|--------------------------|
| Judge Hidalgo | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comm. Ellis | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comm. A. Garcia | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comm. Radack | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comm. Cagle | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Dear Court Members:

Please consider the following item for March 26, 2019 Commissioners Court agenda.

Precinct 2 requests approval to authorize Human Resources & Risk Management (HRRM) to update and adjust the County's Sick Leave Policy to increase the bi-weekly accrual rate to 4 hours and extend the current Family Sick and Wellness paid leave benefit to 15 days, including specific provisions for maternity, paternity, and additional family sick leave.

As part of this process, HRRM will coordinate an update to the County Personnel Policies & Procedures to incorporate these changes, including addressing necessary rules, procedures and required documentation for an effective date the pay period beginning April 27, 2019.

An order as prepared by the County Attorney is attached to enable these changes.

Your consideration and approval of this request is appreciated.

Sincerely,

Adrian Garcia
Commissioner

Enclosure

Presented to Commissioners Court

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ORDER OF COMMISSIONERS COURT

Authorizing certain updates and adjustments to the County Sick Leave Policy

The Commissioners Court of Harris County, Texas, convened at a meeting of the Court at the Harris County Administration Building in the City of Houston, Texas, on the ___ day of MAR 26 2019, 2019 with all members present except none.

A quorum was present. Among other business, the following was transacted:

ORDER AUTHORIZING HUMAN RESOURCES & RISK MANAGEMENT TO UPDATE THE COUNTY'S SICK LEAVE POLICY TO INCREASE THE ACCRUAL RATE AND EXTEND THE USE OF FAMILY SICK AND WELLNESS LEAVE, INCLUDING SPECIFIC PROVISIONS FOR MATERNITY AND PATERNITY LEAVE TO BE EFFECTIVE APRIL 27, 2019

Commissioner A. Garcia introduced an order and made a motion that the same be adopted. Commissioner Ellis seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

| Vote of the Court | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|-------------------|--------------------------|--------------------------|--------------------------|
| Judge Hidalgo | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comm. Ellis | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comm. Garcia | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comm. Radack | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comm. Cagle | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order thus adopted follows:

WHEREAS on February 12, 2019, on request of Commissioner Garcia, Commissioners Court authorized Budget Management to conduct an analysis of the cost for providing Harris County and Flood Control District employees additional paid sick leave in the form of maternity and paternity leave; and

WHEREAS Budget Management has provided that analysis with several options for possible policies;

IT IS ORDERED that Human Resources & Risk Management (HRRM) is authorized to update and amend the County's Sick Leave Policy to increase the bi-weekly accrual rate to 4 hours and to extend the paid leave for Family Sick and Wellness days to 15 days per year, including specific provisions for maternity and paternity leave.

IT IS FURTHER ORDERED that HRRM will coordinate and update the County Personnel Policies & Procedures to incorporate these changes, including addressing necessary rules, procedures, and required documentation for use of the leave. The changes will be effective with the pay period beginning April 27, 2019.

All Harris County officials and employees are authorized to do any and all things necessary or convenient to accomplish the purpose of this order.