



City of Grand Island

Tuesday, August 24, 2010

Council Session

Item I7

#2010-237 - Consideration of Approving Personnel Rules and Regulations

Staff Contact: Brenda Sutherland

Council Agenda Memo

From: Brenda Sutherland, Human Resources Director

Meeting: August 24, 2010

Subject: Amend Personnel Rules

Item #'s: I-7

Presenter(s): Brenda Sutherland, Human Resources Director

Background

The Personnel Rules provide the general rules with which employees are to conduct themselves as well as an outline of City benefits. It is updated from time to time as needed. The last Personnel Rules update was June 12, 2010.

Discussion

The proposed change in the Personnel Rules is driven by Council action with the budget that was passed for the 2010/2011 fiscal year. Part of administration's solution for the ability to hire two more police officers was the elimination of annual medical leave buyout for non-union employees. A proposed change to Section 4.04 of the Personnel Rules will eliminate medical leave buyout for non-union employees beginning October 1, 2010. Employees that currently qualify for that benefit will receive a final payment for their hours earned over 960 from January 2010 through September 2010. This is consistent with past practice of other employee groups that have phased out this benefit.

In addition to the final payout and elimination of the benefit going forward, it is also appropriate at this time to raise the maximum accrual amount to 1084. This represents midpoint of the last survey that was conducted for the non-union group.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee

3. Postpone the issue to future date
4. Take no action on the issue

Recommendation

City Administration recommends that the Council approve the proposed amendment to Section 4.04 of the City Personnel Rules.

Sample Motion

Move to approve the proposed amendment to Section 4.04 of the Personnel Rules.

SECTION 4.04 MEDICAL LEAVE

ACCRUAL OF MEDICAL LEAVE

Medical leave will be accrued at a rate of eight hours per month for full-time regular status employees. Part-time regular status employees, who work at least 30 hours per week, will accrue medical leave based on their average hours of work. The maximum amount of medical leave hours that may be accrued is 1,084.

COMPENSATION FOR UNUSED MEDICAL LEAVE

The City will include in the ~~second-last~~ paycheck in ~~January of each year~~ September 2010; payment for an employee's unused medical leave in excess of 960 hours accrued ~~in the preceding calendar year~~ from January 2010 through September 2010. Employees will be compensated at the rate of ~~one-half-fifty percent (50%)~~ of their hourly rate of pay for each hour in excess of 960, based on the employee's current rate of pay at the time of compensation. Such compensation for unused medical leave in excess of 960 hours shall not continue after September 2010.

All non-union employees will have a contribution made into a VEBA (Voluntary Employee Benefits Association) Trust in the employee's name for ~~one-half-fifty percent (50%)~~ of their accumulated medical leave at the time of their retirement, not to exceed five hundred forty-two hours (calculated at 50% x 1,084 = 542). The amount of contribution will be based ~~on~~ upon the employee's salary at the time of retirement.

RESOLUTION 2010-237

WHEREAS, the City provides Personnel Rules for its employees as authorized by the City of Grand Island; and

WHEREAS, the following section of the City Personnel Rules, namely Sec. 4.04 is amended to reflect the change in annual buyout of medical leave and to raise the maximum limit of medical leave to 1084 hours;

WHEREAS, this change will become effective upon passage.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the section of the City Personnel Rules as set forth above is amended.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute such amendment on behalf of the City Of Grand Island.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, August 24, 2010.

Margaret Hornady, Mayor

Attest:

RaNae Edwards, City Clerk