

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Tracy Gobin Vacation Extension

Department	Symons Recreation Complex	Presented By:	Tracy Gobin
Date of Meeting:	August 2020	Action Needed:	Resolution
Disclosure:	Open	Authority:	Resolution
Date submitted:	29 July 2020	Referred by:	Symons Natatorium

Recommendation and/or action language: (summarize action/s sought by committee, e.g. present a resolution, present an ordinance, receive and file information, approve expense or grant, etc.)

Recommend, motion to extend Tracy Gobin's vacation until the end of the calendar year.

Background: (preferred one page or less with focus on options and decision points)

Tracy Gobin has 3 weeks of vacation that currently needs to be used by August 15th, 2020. Due to COVID-19 stay at home orders through May and Denise's retirement she didn't use her vacation as planned. With Tracy Gobin being the Interim Director without an assistant director it is very hard to take a week off to use the vacation prior to August 15th. With this information Symons Natatorium Board made a motion to extend Tracy Gobin's vacation until the end of the calendar year. "The Finance and Personnel Committee is authorized to extend this deadline if the employee has been unable to take their accrued vacation within 18 months due to unforeseen circumstances." Employee Hand Book Page 17 (Section 12). Natatorium Board motion is as follows: Brandon Fetterly made a motion to extend Tracy Gobin's vacation until the end of the calendar year. John Cler seconded. The motion carried.

Attachments and References:

Minutes from July 13, 2020 Natatorium Board	

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

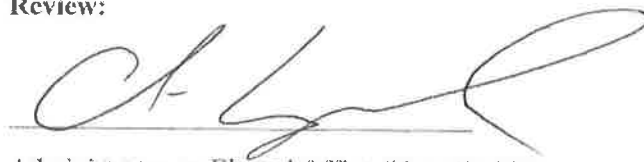
(summary of current and future impacts)

Approval:



Department Head

Review:



Administrator, or Elected Office (if applicable)

Recommended Cover Letter— County Administrator Langreck (20 May 2020)