

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Compensatory Time Adjustments to Sheriff's Addendum of Handbook.

Department	Sheriff	Presented By:	Clay Porter
Date of Meeting:	29 Sep 2020	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Committee Structure (D)
Date submitted:	23 Sep 2020	Referred by:	LEJC

Recommendation and/or action language:

Motion to approve an amendment to Richland County Sheriff's Department Addendum to the Richland County Employee Handbook in regards to compensatory time. Changing the current wording allowing a 25.5-hour threshold for department employees working a 6 on 3 off schedule to 51 hours (1 full work week) for those employees.

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

In an effort to create consistency among departments we are requesting an amendment to the Richland County Sheriff's Department Addendum to the Richland County Employee Handbook. The current wording has the threshold for employees working a 6 on 3 off schedule at 25.5 hours or a half work week of compensatory time. My request is to increase the threshold to 51 hours (one full work week). It is our understanding that the County Handbook has been amended or is potentially going to be amended in such a way to allow one full week of compensatory time. This will ensure correctness of our addendum to the handbook which corrects the hours for employees working a 6 on 3 off schedule at 8.5 hour shifts. I had initially proposed this as an employee retention method at a previous LEJC meeting.

Attachments and References:

Sheriff's Addendum to County Handbook	Page 3, Compensation and Fringe Benefits (8) (a)

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:

Clay Porter

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)