

## **ORDINANCE AMENDING THE MERIT SYSTEM PORTION OF THE DOUGLAS COUNTY CODE OF ORDINANCES**

WHEREAS, the Douglas County Board of Commissioners, upon receiving recommendations from the Personnel Review Board, has determined that certain amendments to the Merit System portion of the Douglas County Code of Ordinances are needed.

NOW THEREFORE BE IT ORDAINED by the Douglas County Board of Commissioners that the following amendments to Chapter 13 of the Douglas County Code relating to the merit system be enacted:

### **Section 1.**

Delete Section 13-8

#### **Sec. 13-8. Reserved (~~Safety Board~~) Same Compensation**

~~Members of the Safety Board shall be paid the sum of ten dollars (\$10.00) per diem for time actually devoted to business of the Board, not exceeding twenty-five (25) days in any calendar year.~~

### **Section 2.**

#### **Section 13-17(a). Positions Covered**

- (a) All full-time permanent employees of the county are under the merit system, with the exception of the County Administrator, elected officials, Clerk of the Board of Commissioners, members of appointed boards, commissions and authorities, the County Attorney, the County Public Defender, the District Attorney, contract employees and other independent contractors are likewise excluded from the merit system.

### **Section 3.**

#### **Section 13-42 Salary Reviews**

On the anniversary date of employment with the county each permanent employee may receive a salary increase not to exceed one (1) step. The salary increase can be denied if the employee's ~~performance rating is marginal or~~ overall performance rating is below satisfactory.

Any across-the-board or cost-of-living increase given to full-time permanent employees shall not affect the annual increases for each employee.

### **Section 4.**

#### **Sec. 13 – 122 (b) – Holidays**

- (b) All full-time eligible county employees shall be allowed three (3) personal leave days within the calendar year. The personal leave days will be credited to the employee ~~during the first pay period of the calendar year~~ annually in January. New hires will be allowed

one (1) personal leave day upon completion of their six (6) month probationary period and upon completing one year of service, will be allowed all three personal leave days in January. The personal leave days must be used on or before the last day of the calendar year or the employee will lose all remaining. Personal leave days will not accrue from year to year. Personal leave may be taken at the employee's discretion, subject to the approval of the department head.

## **Section 5.**

### **Section 13-124(d) Maximum accumulation**

- (d) Maximum accumulation. Unused vacation leave may be accumulated by the employee from year to year, but such accumulation may never exceed a total of thirty-five (35) days (280 hrs. /40-hr. employees; 420 hrs. /56-hr. employees). ~~Any hours above this amount at year's end will be added to your sick leave hours. Any~~ hours above this amount on the last day of the last pay period of the year will be deducted from your vacation time and added to your sick leave hours.

## **Section 6.**

All ordinances in conflict are hereby repealed.

## **Section 7.**

This ordinance shall become effective on October 1, 2019.

DOUGLAS COUNTY BOARD OF COMMISSIONERS

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Dr. Romona Jackson Jones, Chairman

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Henry Mitchell III, Member

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Kelly Robinson, Vice Chairman

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Tarenia Carthan, Member

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Ann Jones Guider, Member

Attest:

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Lisa Watson, County Clerk