

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

AGENDA OF SEPTEMBER 27, 2017

REGULAR MEETING

TO: Shiva Frentzen, Chair, and
Members of the El Dorado County Local Agency Formation
Commission

FROM: José C. Henríquez, Executive Officer

AGENDA ITEM #9: **CONSIDER AND APPROVE THE NINTH AMENDMENT TO
THE EXECUTIVE OFFICER'S CONTRACT**

RECOMMENDATION

Staff recommends that the Commission consider and approve the Ninth Amendment to the Executive Officer's contract that formalizes the process by which the EO can take a reasonable amount of unpaid time off after all other means of compensated time off have been exhausted.

REASON FOR RECOMMENDED ACTION AND BACKGROUND

The Commission's Employee Policies and Procedures and the Executive Officer's contract, combined, contain the processes that govern the amount of paid time off (PTO) the EO receives on any given year. In addition, for the past nine years, the Commission's budget has mandated that all employees, including the EO, must take three unpaid furlough) days per fiscal year.

Given the current EO's PTO balance, it is possible that the EO will have to take unpaid time off to go on a previously-scheduled vacation in November as well as to continue teaching part time at Sacramento State. When notified of this at the June meeting, the Commission directed Counsel to negotiate a process by which unpaid time off can be authorized and approved.

The Ninth Amendment, contained in Attachment A, is relatively straightforward. It specifies that the EO may take a reasonable amount of unpaid time off after all PTO has been exhausted, provided that he obtains prior approval from the Chair and that the time off does not interfere with the operations of the agency.

Attachments

Attachment A: Ninth Amendment to the Executive Officer's Contract