

COUNTY ORDINANCE NO. 17-03

A BILL ENTITLED

AN ACT CONCERNING Revisions to the Queen Anne's County Human Resources Ordinance, Chapter 27 of the Code of Public Local Laws of Queen Anne's County, Maryland;

FOR THE PURPOSE of revising and updating the Queen Anne's County Human Resources Ordinance, including Sections 27-91D, 27-30, 27-93 and 27-91B(3)(e) of Chapter 27 of the Code of Public Local Laws, revising provisions on bereavement leave, hazardous duty assignment, employee recognition and family sick leave; and generally eliminating the requirement that bereavement leave be used in a consecutive block of time; deleting obsolete and unutilized provisions on hazardous duty assignment; eliminating exemplary attendance records from the provisions for employee recognition; and clarifying the definitions of "spouse", "child" and "parent" for purpose of family sick leave.;

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND that Section 27-30 of the Code of Public Local Laws be and is hereby REPEALED.

SECTION II

BE IT FURTHER ENACTED that Sections 27-91B(3)(e), 27-91D and 27-93 be and are hereby AMENDED to read as follows:

27-91. Forms of leave.

...

B. ...

(3) ...

(e)

Care of a sick spouse, dependent child or parent to include physician office visits, not to exceed 80 hours in a leave year which is tracked by the respective department and

referred to as Family Sick. A healthcare provider certificate is required to utilize family sick leave. Refer to the Family and Medical Leave policy for definition of spouse, dependent child and parent.

D. Bereavement leave.

(1) Bereavement leave shall be granted for a death in the employee's immediate family, not to exceed 32 consecutive work hours and;

(2) Bereavement leave does not need to be used as a consecutive block of time and the County recognizes that funeral services which may qualify for leave under this policy may not be held until well after the date of death of the family member; and

(3) When an employee seeks to use bereavement leave not in close proximity to the time of death, the employee must provide in advance notify his or her supervisor as much advance notice as possible of the scheduling and requested time for use of bereavement leave to allow for appropriate staffing. The leave may be denied if an employee fails to give adequate notice to allow for the opportunity to obtain adequate staffing.

(234) Additional leave time, under exceptional circumstances, may be authorized by the County Administrator. such as vacation and/or personal leave may be used as requested. Sick leave may be used through approved Family and Medical Leave.

27-93. Types of awards.

The Employee Recognition Committee shall, in accordance with policies and procedures of the Department of Human Resources, implement and administer a system to provide for the appropriate recognition of County employees for ~~exemplary attendance records~~, length of service, employee suggestions and such other categories as may be appropriate.

SECTION III

BE IT FURTHER ENACTED that this Ordinance shall take effect on the forty-sixth (46th) day following its enactment.

INTRODUCED BY: Commissioner J. Wilson

DATE: January 24, 2017

PUBLIC HEARING HELD: February 28, 2017 @ 6:35 pm

VOTE: 5 Yea 0 Nay

DATE OF ADOPTION: March 21, 2017

EFFECTIVE DATE: May 6, 2017