

Never  
PASSED

ORDINANCE 1996(3)

AN ORDINANCE OF HOPKINS COUNTY, KENTUCKY, AMENDING ADDENDUM B OF THE ADMINISTRATIVE CODE OF HOPKINS COUNTY

WHEREAS, on recommendation of the Hopkins County Judge/Executive, the Hopkins County Fiscal Court has determined that employees should be allowed three (3) working days off without loss of pay in case of death in the immediate family.

WHEREAS, the Fiscal Court has further determined that all personnel should be granted one (1) personal working day off, without loss of pay, for any personal purpose.

And

WHEREAS, the Fiscal Court has further determined that this policy providing for bereavement days and personal days should be effective as of July 1, 1996. And

WHEREAS, the Fiscal Court has determined that beginning July 1, 1996, through December 31, 1996, each full time employee should be granted three (3) working days off without loss of pay in case of death in the immediate family and one (1) working day off without loss of pay for any personal reason whatsoever. Each calendar year thereafter, beginning January 1, 1997, all full time employees should be granted three (3) days off without loss of pay in case of death in the immediate family and one (1) personal day. And

WHEREAS, the Fiscal Court has determine that the funeral (bereavement) leave and the personal day should not be cumulative and should be used in each year or forfeited by the employee.

NOW THEREFORE, BE IT ORDAINED by the Fiscal Court of Hopkins

County that Addendum B of the Administrative Code of Hopkins County shall be amended as follows:

C. Funeral (bereavement) Leave:

1. Full time employees occupying permanent positions shall be granted three (3) working days off, without loss of pay, in case of death in the immediate family.

2. For this purpose, immediate family shall include parents, grandparents, spouse, brothers, sisters and children, *OR ANY ONE LIVING IN HOUSEHOLD*

3. Funeral (bereavement) leave shall be effective as of July 1, 1996.

If this leave is not used prior to December 31, 1996, said leave shall be forfeited. For each calendar year thereafter, each full time employee shall be granted three (3) working days bereavement leave. This bereavement leave shall not be cumulative, and shall be forfeited if not used in that particular calendar year.

BE IT FURTHER ORDAINED, that the personal leave policy shall be further altered or amended as follows:

D. Personal Leave.

1. Each full time employee occupying a permanent positions shall be granted one (1) working day off without loss of pay, for any personal business as determined by said employee.

2. This leave shall be effective as of July 1, 1996. If said personal day is not used prior to December 31, 1996, then this personal leave shall be forfeited. Each full time employee occupying a permanent position shall be granted one (1)

additional personal day each calendar year thereafter, which said day shall be forfeited if not used in that particular calendar year.

Said Addendum B to the Administrative Code of Hopkins County shall be altered or amended in no other respect whatsoever.

UPON MOTION OF Magistrate North Seconded by Magistrate Phillips first reading was held and approved on the 15 day of August, 1996.

\_\_\_\_\_  
Danny H. Woodward  
Hopkins County Judge/Executive

Attest:

\_\_\_\_\_  
Devra S. Heltsley, Clerk

ON MOTION of Magistrate \_\_\_\_\_, and Seconded by Magistrate \_\_\_\_\_, second reading was held on the 5 day of Sept, 1996, and passed on the 5 day of Sept, 1996.

\_\_\_\_\_  
Danny H. Woodward  
Hopkins County Judge/Executive

Attest:

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Devra S. Heltsley, Clerk