



# BOARD OF SUPERVISORS COUNTY OF MADERA

MADERA COUNTY GOVERNMENT CENTER  
200 WEST 4<sup>TH</sup> STREET / MADERA, CALIFORNIA 93637  
(559) 675-7700 / FAX (559) 673-3302 / TDD (559) 675-8970  
Agendas available: [www.MaderaCounty.com](http://www.MaderaCounty.com)

## Members of the Board

Tom Wheeler  
Brett Frazier  
David Rogers  
Robert L. Poythress  
Leticia Gonzalez

## The Board of Supervisors

December 20, 2022  
Chairman Tom Wheeler

<b>DEPARTMENT</b> Human Resources Department	<b>DEPARTMENT CONTACT</b> Susan Carter	<b>AGENDA ITEM</b> g <b>DISCUSSION ITEMS</b>
<b>SUBJECT:</b> <b>Adopt Vacation Accrual Article Sideletters – Various Units</b>	<b>REQUIRED VOTE:</b> 3/5 Vote Required	<b>DOC. ID NUMBER</b> 22-1048
<b>STRATEGIC FOCUS AREA(S):</b> Employees		
<b>CLERK NOTES:</b> {{motions.text}}		
<b>For Clerk of the Board's Office Use Only</b>		
<b>RESULT:</b> {{voting.status}} [{{voting.for_count}}] TO [{{voting.against_count}}] <b>MOVER:</b> {{motions.mover format="[[firstname]] [[lastname]], [[title]]"}} <b>SECONDER:</b> {{motions.seconder format="[[firstname]] [[lastname]], [[title]]"}} <b>AYES:</b> {{voting.for_names format="[[lastname]]"}}		
Is this item Budgeted? No Will this item require additional personnel? No Previous Relevant Board Actions: N/A PowerPoint Presentation? No Supporting Documents: N/A		<b>DOCUMENT NO(S).</b>

## RECOMMENDED ACTIONS:

Sideletters of Agreement.

1. Discussion and consideration to ratify the Sideletters of Agreement with the Communications Dispatcher, Correctional Officer, Peace Officer, and Probation Administrator Units regarding an amendment to the Vacation Accrual Article in their respective Memorandum of Understanding.

2. Discussion and consideration to extend the terms of the Sideletters of Agreement in Recommended Action No. 1 above to current, eligible unrepresented employees, including Department Heads (excluding Elected Officials).

## DISCUSSION / FISCAL IMPACT / STRATEGIC FOCUS:

### DISCUSSION:

The Vacation Accrual Article in each bargaining unit's Memorandum of Understanding



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(MOU) states that the County “agrees to maintain the current vacation accrual as set forth in County Code Section 2.60.580”. County Code Section 2.60.580 indicates that newly hired employees shall be granted ten (10) working days’ credit for vacation following the completion of twelve (12) calendar months of continuous full-time services. Additionally, this section outlines the number of vacation hours credited to a permanent County employee’s vacation leave on a monthly basis based on the number of months the employee has been employed.

During successor contract negotiations, the Board of Supervisors (Board) gave authority to Human Resources (HR) to propose to amend the existing vacation accrual article language in each of the Memoranda of Understanding (MOUs) and also extend the same provisions to Unrepresented employees and Department Heads. The proposed amendment consisted of allowing newly hired employees, who are on probation, to accrue 6.67 hours of vacation per month. There were no changes made to the current accrual rates outlined in this section for permanent employees with one (1) year of service or more.

At that time the authority was given, the units negotiating a successor MOU were presented with the proposal and their successor MOUs were ratified by your Board with the amended language.

As five (5) of the County’s bargaining units (Communications Dispatcher, Correctional Officer, Peace Officer, Peace Officer Management, and Probation Administrators) had already concluded negotiations for their successor contracts at the time authority was given; HR presented the proposed amendment to these units separately.

The sideletters of agreement attached represent the remaining five (5) bargaining units’ agreement with the County’s proposal, and this language, upon Board ratification, shall be incorporated into their respective MOUs through the sideletter of agreement.

Additionally, upon ratification, a newly hired bargaining unit employee, unrepresented employee and/or Department head shall begin accruing 6.67 hours of vacation per each month employed.

HR intends to work with County Counsel to update County Code Section 2.60.580 to reflect these amendments and an ordinance change will be brought back to your Board for consideration as soon as possible.

### **FISCAL IMPACT:**

The fiscal impacts associated with the recommended actions above have been addressed by the Board of Supervisors and County Administration.



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## ATTACHMENTS

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1. Communications Dispatcher Unit – Sideletter-Vacation Accrual Article
2. Correctional Officer Unit – Sideletter-Vacation Accrual Article
3. Peace Officer Unit – Sideletter-Vacation Accrual Article
4. Peace Officer Management Unit – Sideletter-Vacation Accrual Article
5. Probation Administrators Unit – Sideletter-Vacation Accrual Article