

STATE OF LOUISIANA

PARISH OF WASHINGTON

WASHINGTON PARISH COUNCIL

ORDINANCE No. 17-619

Introduced on March 27, 2017

Introduced by Chairman McMasters

Public hearing held on April 10, 2017

**ORDINANCE AMENDING THE WASHINGTON PARISH GOVERNMENT
EMPLOYEES' HANDBOOK, REVISED 2009**

WHEREAS, the Washington Parish Government Employees' Handbook, Revised 2009, was adopted by Ordinance No. 09-483.

BE IT ORDAINED, that the Washington Parish Government Employees' Handbook, Revised 2009, is amended as follows:

Article 4. CONDITIONS OF EMPLOYMENT

Section 6. ANNUAL LEAVE (VACATION) – Annual leave and vacation leave are deemed to be the same term. Each full time employee shall be entitled to annual leave with pay. However, no vacation leave may be taken prior to the completion of one year of service, unless special written request is submitted to and approval by your Department Head. Anniversary/hire date means the date employee started working for the Parish. An employee may carryover up to 80 hours of accumulated annual leave at the end of a calendar year. Any unused leave in excess of 80 hours remaining at year end will be lost and no payment will be made to an employee for leave in excess of 80 hours.

The remainder of Section 6 shall remain in full force and effect.

Article 4. CONDITIONS OF EMPLOYMENT

Section 15. ANNUAL LEAVE / VACATION TIME.

Section 15 is hereby deleted.

BE IT FURTHER ORDAINED, that any portion of the employees' handbook or ordinances involving employees that may be inconsistent with the this amendment, are hereby repealed.

BE IT FURTHER ORDAINED, as authorized by Section 2-12(C) of the Washington Parish Home Rule Charter, that upon final approval, this ordinance shall be published in summary by identification of title and sections.

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

YEAS: (7) Anthony, Talley, Fussell, Workman, Lewis, Thomas and McMasters

NAYS: (0)

ABSENT: (0)

The ordinance was declared adopted on the 10th day of April, 2017.

WASHINGTON PARISH COUNCIL

By: Reginald McMasters
Reginald McMasters, Chairman

Delivered to the Parish President on the 10th day of April, 2017.

WASHINGTON PARISH GOVERNMENT

By: Richard N. Thomas, Jr.
Richard N. Thomas, Jr., President

Returned to the Clerk of the Parish Council on the 10th day of April, 2017.

ATTEST:

Sarah Cook
Sarah Cook, Clerk of the Parish Council