



# Lake County Illinois

## Legislation Details (With Text)

**File #:** 16-0413      **Version:** 1      **Name:** Resolution approving the modification of policy 4.2 Vacation Time.  
**Type:** resolution      **Status:** Passed  
**File created:** 4/26/2016      **In control:** Financial & Administrative Committee  
**On agenda:**      **Final action:** 5/10/2016  
**Title:** Resolution amending the Lake County Employee Policies and Procedures section 4.2, Vacation Time.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Section IV 2 Vacation Policy Final, 2. Section IV 2 Vacation Policy Red Lined

Date	Ver.	Action By	Action	Result
5/10/2016	1	Lake County Board	adopted	Pass
5/4/2016	1	Financial & Administrative Committee	recommended for adoption to the consent agenda	Pass

Resolution amending the Lake County Employee Policies and Procedures section 4.2, Vacation Time.

- The County recognizes the need to establish standards for the accrual of paid vacation time rules.
- It is recommended that the minimum hours a part-time employee is scheduled to work in order to accrue vacation time be increased from 12 to 20 hours per week.
- Monthly accruals for part-time employees will no longer be based on worked hours; the method will be based on scheduled hours.
- Currently, employees with a break in service of 30 months or less may return to work and have their previous vacation accrual rate restored. The amendment proposes to decrease that from 30 months to 6 months.
- The County Administrator can authorize higher accrual levels for employees hired into pay grades K/M 9 and above.