



# Lake County Illinois

## Legislation Text

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**File #:** 09-1538, **Version:** 1

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Ordinance adding Section 3.13 Voluntary Reduction in Hours to the Lake County Employee Policies and Procedures Ordinance.

- Allow employees to voluntarily reduce hours of work on a temporary basis and maintain their health, life and dental benefits at the same monthly premium rates as full-time regular employees where it would be mutually beneficial to the County of Lake and the employee.
- Hours shall be reduced by no more or no less than one full work day (8 hours or 7.5 hours) per week.
- The term of the reduction in hours shall not be approved for less than 12 weeks and no longer than 52 weeks.
- This reduction in work week could reduce cost on the average of \$2,400 per employee (over minimum 12 week period).

### **ORDINANCE**

**WHEREAS**, the County of Lake established the Employee Policies and Procedures Ordinance to serve as a clear policy statement, providing for the equitable treatment of employees as the terms, conditions and benefits of the Lake County employment relationship; and

**WHEREAS**, the County of Lake establishes policies and procedures that will allow employees to voluntarily reduce hours of work on a temporary basis and maintain their health, life and dental benefits at the same monthly premium rates as full-time regular employees where it would be mutually beneficial to the County of Lake and the employee; and

**WHEREAS**, the County of Lake is committed to establishing policies that are responsive to operational and the employees' needs and thus subjects said procedures to modification; and

**WHEREAS**, the Finance and Administrative Committee of the County Board has reviewed the policy recommended for adoption by the County Administrator and the Director of Human Resources.

**NOW, THEREFORE, BE IT ORDAINED**, by this the County Board of Lake County, Illinois, that the Lake County Employee Policies and Procedures is hereby amended to include Section 3.13 as attached hereto and made part of this ordinance.

**DATED, at WAUKEGAN, LAKE COUNTY, ILLINOIS**, on this 12<sup>th</sup> day of May, A.D., 2009.