

PROPOSED BY: Executive

INTRODUCTION DATE: September 14, 2021

RESOLUTION NO. 2021 – \_\_\_\_\_

**AN AMENDMENT TO RESOLUTION NO. 2020-046**

**A RESOLUTION IN THE MATTER OF ADOPTING A SALARY SCHEDULE AND  
POLICIES FOR UNREPRESENTED WHATCOM COUNTY EMPLOYEES  
EFFECTIVE JANUARY 1, 2021 through DECEMBER 31, 2021**

**WHEREAS**, a Resolution in the Matter of Adopting a Salary Schedule and Policies for Unrepresented Whatcom County Employees for the year 2020 was adopted November 10, 2020; and

**WHEREAS**, the workload demands related to the COVID-19 pandemic and reopening plans have continued to disproportionately impact County leaders' ability to take time off work; and

**WHEREAS**, allowing additional end of year carry-over on a one-time basis will prevent some of the loss of earned accruals; and

**WHEREAS**, modifying the end of year cash out on a one-time basis will create parity among County employees;

**NOW, THEREFORE, BE IT RESOLVED** by the Whatcom County Council that Resolution 2020-046 is hereby amended as follows:

**6.2 Vacation (Groups C through H).**

... unused vacation in excess of two hundred and eighty (280) at the end of the business day on December 31 shall be forfeited.

Employees with vacation anticipated to be above the 280 hours carryover maximum can cash out up to forty (40) hours at 100% at the end of 2021. Requests for cash out must be submitted no later than November 30.

**6.4.5 Paid Time Off Bank Carryover/Cash Out (Groups A and B).**

No more than three hundred and seventy (370) PTO hours at the end of the business day on December 31 can be carried over to the following calendar year; any additional hours are forfeited.

Employees with PTO anticipated to be above the 370 hours carry over maximum can cash out up to forty (40) hours at 100% at the end of 2021. Requests for cash out must be submitted no later than November 30.

**AND FURTHER, THEREFORE, BE IT RESOLVED**, that Resolution No. 2020-046 is hereby amended as described herein effective September 14, 2021.

**APPROVED** this 14<sup>th</sup> day of September, 2021.


**WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON**

**ATTEST:**

\_\_\_\_\_  
Barry Buchanan, Council Chair

\_\_\_\_\_  
Dana Brown-Davis, Council Clerk

**APPROVED as to form:**

  
\_\_\_\_\_  
Civil Deputy Prosecuting Attorney