

RESOLUTION NO. 943

A RESOLUTION AMENDING THE CITY OF CANBY PERSONNEL POLICY MANUAL REGARDING OFLA AND FMLA LEAVE POLICY FOR ALL EMPLOYEES

WHEREAS, on February 20th, 2002, the Canby City Council passed Resolution No. 775 adopting a personnel policy manual for municipal employees, and

WHEREAS, due to recent confusion regarding when medical leave should be begin to run for the year in which it is taken, it is necessary to amend certain sections of the current personnel policy regarding OFLA and FMLA leave policies, and

WHEREAS, it is desirable to provide a clear procedure determining when the year begins and ends for OFLA and FMLA leaves for all employees in the personnel policy manual, now therefore

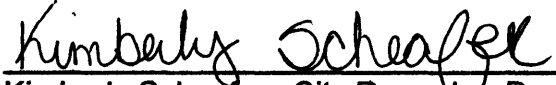
IT IS HEREBY RESOLVED that Section 32.0 of the City of Canby personnel policy manual as amended and attached hereto as Exhibit "A" and by this reference incorporated herein, is hereby adopted and implemented by the Canby City Council.

This resolution shall take effect December 6, 2006.

ADOPTED this 6 day of December, 2006, by the Canby City Council.


Melody Thompson - Mayor

ATTEST:


Kimberly Scheafer, City Recorder, Pro-Tem

Personnel Policies

32.0 Family and Medical Leaves of Absence Policy

It is the policy of the City to comply with both the Oregon and Federal Family and Medical Leave Act. Supervisors must upon becoming aware of a situation, refer the matter to the City Administrator for review and action.

It shall be the policy of the City to utilize a leave year wherein the employee shall be allowed leave on a "rolling forward" year that begins on the first day the employee accesses leave and continues for a year from that date.