

3.03 PAYDAYS

Current language:

Paychecks are issued on a 26-week pay period per year system. Any deviation from this pay schedule will be at the sole discretion of Commissioners Court. Pay checks will not be issued other than on the official pay date. Department heads may pick up their department's paychecks Thursday afternoon for disbursement on Friday. No pay advance loans will be made to any employee for any reason.

Proposed language:

Paychecks are issued bi-weekly on a 26 pay period per year system, and disbursed on Friday of a payroll week. Any deviation from this pay schedule will be at the sole discretion of Commissioners Court. Paychecks will not be issued other than on the official pay date, and no pay advance loans will be made to any employee for any reason. Employees who receive physical paychecks may pick them up on Friday payday. Department heads may pick up their department's paychecks Thursday afternoon for disbursement on Friday. All final paychecks will be issued in physical form.

9.07 TERMINATION PAY

Current language:

Upon separation from county employment, employees will receive their final paycheck on the next regularly scheduled payday after their last day of work or HR receives notification of termination whichever is later.

Proposed language:

Upon separation from county employment, employees will receive their final paycheck on the next regularly scheduled payday following their last day of work or the date HR receives notification of termination, whichever is later. Final paychecks will be issued in physical form.

5.13 SICK LEAVE POOL

GENERAL

An employee may request to use pool leave only once per fiscal year per catastrophic illness. A catastrophic illness or injury is defined as a terminal, life-threatening, and/or severe condition or combination of conditions affecting the mental or physical health of the employee (or his immediate family) that requires the services of a licensed health care practitioner for a prolonged period of time and that forces the employee to exhaust all accrued leave time (sick, vacation and compensatory time off), thereby resulting in the loss of all compensation from the County. If the employee does not use his maximum entitlement on the first request, and another catastrophic event occurs, a second request can be submitted. An employee who is on pool leave at the end of the fiscal year and still cannot return to work does not have to reapply to continue using pool leave in the next fiscal year. However, he/she must ensure that a Certification of Health Care Provider be furnished each thirty (30) days. The employee may still only receive the maximum entitlement per illness.

Examples of Catastrophic Illness/Injury

- Back conditions requiring extensive therapy or surgery
- Heart conditions
- Most types of cancers
- Severe respiratory conditions
- Severe nervous disorders
- Injuries caused by serious accidents
- Kidney disease
- Terminal stage of disease
- Alzheimer's
- Surgery
- Pneumonia
- Severe stroke

Examples of Illness/Injury Not Normally Considered Catastrophic

- Migraines/Headaches
- Common Cold/Allergies
- Flue
- Earaches
- Upset Stomach
- Minor Ulcers
- Childbirth/Normal Recovery
- Miscarriage (without complications)
- Elective Surgeries
- Routine dental or orthodontic issues
- Absence due to substance abuse
- Stress