

RENO EVENING GAZETTE PROOF OF PUBLICATION

STATE OF NEVADA }
COUNTY OF WASHOE } ss.

IVALOO NICKOVICH

being first duly sworn, deposes and says:

That S he is the PRINCIPAL CLERK of
THE RENO EVENING GAZETTE, a daily news-
paper published at Reno, in Washoe County, in the
State of Nevada.

That the notice OF COUNTY ORDINANCE
vacations etc.
of which a copy is hereto attached, was first published in
said newspaper in its issue dated the 6th day of
October, 1961, and was published in
each issue of said newspaper thereafter for
the full period of 2 days, the last publication
thereof being in the issue dated the 13th day of
October, 1961

Signed Ivaloo Nickovich

Subscribed and sworn to before me this

13th day of October, 1961

Richard J. Smith

Notary Public.

NOTICE OF COUNTY ORDINANCE
NOTICE IS HEREBY GIVEN that an
Ordinance providing local regulations for
the establishment of vacation periods,
holidays, computation and amount of
sick leave and compulsory retirement
ages for employees of Washoe County
and other matters relating thereto, was
proposed on October 5th 1961 by County
Commissioner Clarkson, as an emer-
gency measure, final action of adoption
was taken on October 5th, 1961, by the
following vote:
Ayes: Commissioners Mirabelli, Mc-
Kenzie, McKisick, Clarkson, Streater
Nays: Commissioners None
Absent: Commissioners None
This Ordinance shall be in full force
and effect from and after October 13th,
1961.
Typewritten copies of the above Ord-
inance are available for inspection by all
interested parties at the office of the
County Clerk, Court House, Reno, Nevada.
H. K. BROWN,
Clerk of the Board of County
Commissioners, Washoe County
Nevada Oct. 6-13

SUMMARY - Establishes vacation periods, holidays, computation and amount of sick leave, and retirement ages for employees of Washoe County and defining what constitutes a regular employee.

BILL NO. 65
ORDINANCE NO. 105

AN ORDINANCE PROVIDING LOCAL REGULATIONS FOR THE ESTABLISHMENT OF VACATION PERIODS, HOLIDAYS, COMPUTATION AND AMOUNT OF SICK LEAVE AND COMPULSORY RETIREMENT AGES FOR EMPLOYEES OF WASHOE COUNTY AND OTHER MATTERS RELATING THERETO.

THE BOARD OF COUNTY COMMISSIONERS OF WASHOE COUNTY DO ORDAIN:

SECTION 1. Definition of Employee

- 1. As used in this ordinance, "employee" means:
 - (a) A public officer of the County of Washoe or its political subdivisions.
 - (b) Any person employed by the County of Washoe or its political subdivisions, whose compensation is provided by the county or its political subdivisions and who is under the direction or control of officers of the county or political subdivisions thereof.
- 2. "Employee" does not include independent contractors or persons rendering professional services to an employer on a fee, retainer or contract basis.
- 3. The Board of County Commissioners shall determine who are employees under this definition.

SECTION 2. Vacation

Each regular and full time employee of the County of Washoe shall be allowed paid vacation time for each full year of employment with the County in accordance with the provisions of this Section.

Employees shall be eligible for vacation time after having

completed one full year of employment with the County. Days of vacation time may not be accumulated beyond the maximum of two work weeks as provided by State Statute. Vacation days shall be charged off as taken on a workday basis. One twenty-four (24) hour shift in the Fire Department will be counted as two (2) work days. Holidays as enumerated by State Statute, occurring within the vacation period will not be counted as vacation days. The time during the year at which time any employee may take his vacation shall be determined by the head of the department of which he is employed. In departments where vacations are staggered throughout the calendar year for the convenience of the County, preference concerning the time for vacation will be granted to employees, on a seniority basis. The earned vacation for all employees, which shall be based on total years with the County, shall be as indicated below:

1. For employee in the service of the County one (1) year, one work week of vacation
2. For employees in the service of the County two (2) or more years, two (2) work weeks of vacation

Employees absent from the service of the County for one (1) year or less, shall be allowed credit for prior years of service in computing earned vacation, excluding the time absent. Persons absent from the service of the County for more than one (1) year shall not be credited with prior service in computing earned vacation. Regular, full time employees who leave the employment of the County for any reason, other than discharge for cause, shall be compensated for earned vacation time accrued at the time of such departure from the County's employment.

SECTION 3. Military Leave

Any regular employee reporting for temporary military

service not to exceed two weeks shall not be deprived of his vacation period or salary due to his military absence.

SECTION 4. Holidays

Every employee of the County of Washoe, in addition to earned vacation, shall be entitled to vacation on those days provided by State Statute as County Holidays which are New Year's Day, Memorial Day, Independence Day, Labor Day, Admission Day, Election Day, Veteran's Day, Thanksgiving Day and Christmas Day and any other day legally declared a holiday by the Governor. Any employee of the County with the exception of regular Fire Department personnel, regular Sheriff's Office personnel, and the Marriage Bureau of the County Clerk's Office, required to work on any of the above named holidays, due to an emergency or orders of the department head, shall be granted an additional day of vacation in compensation for such holiday work.

SECTION 5. Sick Leave

(a) All full time employees of the County of Washoe shall be entitled to sick leave benefits in the amount of one (1) day per month, which benefits may be accrued one (1) day per month for sixty (60) months. All employees now employed by the County of Washoe, as of July 1, 1961, shall be allowed accruals of sick leave equal to one day for each month of their past employment with the County of Washoe, to a maximum of thirty (30) days, less any sick leave used by an employee during this period. In no case will sick leave be granted to an employee until he has been employed by the County for a period of one (1) year; however such sick leave shall accrue during this period. Sick leave shall be charged on a workday basis. One twenty-four (24) hour shift in the Fire Department will be counted as two (2) work days. Holidays occurring during sick leave period shall not be counted as sick

leave. Any employee being granted sick leave time shall provide his department head with satisfactory evidence of his personal illness or the personal illness and death of an immediate member of his family. The members of the immediate family shall be defined as husband or wife, children or adopted children, mother or father. Sick leave shall not be granted for the illness or funeral of friends, associates and relatives, other than members of the immediate family, in which the case of attendance at funerals shall include brothers and sisters of the employee. Department heads shall be responsible for the certification to the Payroll Clerk for any time granted for sick leave of any employee under his direction; such certification shall include personal knowledge of the department head or the immediate supervisor of the employee's status of illness. In the event of lack of personal knowledge, a written statement from a medical doctor clarifying such illness shall be required by the department head. PROVIDED, if any employee does not have adequate accrued sick leave time, he may be granted by the department head the use of vacation time in lieu of sick leave time. In no case will sick leave time be granted in lieu of vacation time. Upon termination from employment with the County of Washoe an employee shall not be entitled to any benefits for accrued sick leave unless the employee shall be re-employed by the County of Washoe within a period of five (5) years. In this event an employee shall be given credit as accrued sick leave time for any sick leave to his credit at the time of his employment with the County of Washoe was terminated.

(b) Any employee injured while on duty with the County of Washoe, for which the Nevada Industrial Commission pays benefits for said injury, shall not apply for, nor be granted, sick leave or vacation time for such period that N.I.C. benefits are being received.

The County of Washoe shall, however, pay the difference to the employee between his regular pay and the actual benefits received from the Nevada Industrial Commission for a period not to exceed sixty (60) days from the date of injury.

SECTION 6. Retirement

All regular employees of the County of Washoe shall retire from County service at the end of the current month in which the employee attains the age of sixty-five (65) years. In exceptional circumstances the County Manager may upon recommendation by the department head, in the best interest of the County, extend the retirement age at one-year intervals; PROVIDED, HOWEVER, that the granting of the extension shall in no case extend the employee's employment beyond the end of the month in which the employee attains age seventy (70). All County of Washoe line personnel employees of the Fire Department and Sheriff's Department actively engaged in fire fighting and police work shall retire at the end of the month upon attaining the age of fifty-five (55) years. In exceptional circumstances the County Manager may upon recommendation by the department head, in the best interest of the County, extend this retirement age in one-year intervals; PROVIDED, HOWEVER, that the granting of this extension shall in no case exceed the retirement age of sixty (60). No employee of the County of Washoe, as of July 1, 1961, shall be required to retire under the provisions of this section for the period of one year after its adoption, nor shall such current employee be required to retire under the provisions of this Section who has less than ten (10) years

pensionable service in the Nevada Retirement Service.

SECTION 7. Effective Date

This ordinance shall be in full force and effect from and after its adoption.

Proposed on the 5th day of October, 1961, AS AN EMERGENCY MEASURE.

Proposed by Commissioner Clarkson.

Passed on the 5th day of October, 1961.

Vote:

Ayes: Commissioners Miraballi
McKenzie
McKinstry
Clarkson
Streeter

Nays: Commissioners None

ABSENT: COMMISSIONERS NONE

Michael C. McNeill
Chairman of the Board

Attest:

J. H. Brown
County Clerk

This ordinance shall be in force and effect from and after the 13th day of Oct., 1961.