

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: December 3, 2018

SUBJECT: Revision to Employee Handbook

PRESENTER: Steve Wyatt, County Manager

ATTACHMENTS: No

SUMMARY OF REQUEST:

The Board is requested to approve a revision to the Employee Handbook with respect to retention bonus provisions for elected officials. The following language is suggested for amendment and addition to Section 4.6.1 the handbook.

- An employee must be currently employed in a benefit-eligible position on the day of their service date to be eligible for a retention bonus.
- Elected officials will receive their retention bonus in the pay period in which their service date falls or upon completion of their elected term, whichever is first in the fiscal year.

BOARD ACTION REQUESTED:

The Board is requested to adopt the additional and revised language to Section 4.6.1 in the Employee Handbook as presented.

Suggested Motion(s):

I move the Board adopt the additional and revised language to Section 4.6.1 in the Employee Handbook as presented.