

**AMENDMENT OF THE 2022-2025 MEMORANDUM OF UNDERSTANDING  
BETWEEN THE COUNTY OF SAN LUIS OBISPO  
AND THE SAN LUIS OBISPO COUNTY EMPLOYEES' ASSOCIATION (SLOCEA)  
TRADES, CRAFTS & SERVICES UNIT (BARGAINING UNIT 02)**

The County and SLOCEA agree that Article 20 *Holidays* is hereby amended to read as follows:

**20. HOLIDAYS**

**20.1 County Code Reference and Exceptions**

**20.1.1** Parties agree to amend County Code 2.44.070, Holidays and Time Off, as follows:

**20.1.1.1** Unless otherwise provided by a memorandum of understanding approved by the Board of Supervisors or by a Board of Supervisors resolution, the following are established as paid holidays for all permanent and probationary county employees:

- 1) January 1 (New Year's Day);
- 2) Third Monday in January (Martin Luther King Day) (Added July, 1984);
- 3) February 12 (Lincoln's Birthday);
- 4) The third Monday in February (Washington's Birthday);
- 5) The last Monday in May (Memorial Day);
- 6) July 4 (Independence Day);
- 7) The first Monday in September (Labor Day);
- 8) The fourth Friday in September (Native American Day);
- 9) November 11 (Veterans' Day);
- 10) That day in November designated as Thanksgiving Day;
- 11) That Friday in November immediately following the day designated as Thanksgiving Day;
- 12) December 25 (Christmas Day);
- 13) All other days as may be proclaimed by the County's Board of Supervisors.

**20.1.1.2** The personal leave day granted in exchange for observing September 9 (Admission Day) will be allowed to be used at anytime during the current fiscal year. Part-time employees shall take personal leave on the same pro rata basis as their part-time schedule bears to the full work schedule of their department. This personal leave day cannot be accrued and will be lost unless utilized during the fiscal year.

**20.1.1.3** Unless otherwise specifically provided in this section, when a holiday listed herein falls on a Sunday, the following Monday shall be deemed to be the holiday in lieu of the day observed.

**20.1.1.4** Unless otherwise provided in this section, when a holiday listed herein falls on a Saturday, the preceding Friday shall be deemed to be the holiday in lieu of the day observed.

**20.1.1.5** For those employees whose five-day work week consists of other than Monday, Tuesday, Wednesday, Thursday and Friday, if a holiday falls on their second day off, the day following the second day off shall be deemed to be the holiday in lieu of the day observed. For those employees whose five-day workweek consists of other than Monday, Tuesday, Wednesday, Thursday, and Friday, if a holiday falls on their first day off, the day preceding their first day off shall be deemed to be the holiday in lieu of the day observed.

**20.1.1.6** Employees required to work on a holiday as specified in this section and Section 2.44.030(c) shall receive full holiday pay in addition to straight-time pay for actual hours worked.

**20.1.1.7** Employees on approved flexible workweeks shall receive eight hours pay for each holiday, rather than the number of hours of their flexible workday.

**20.1.1.8** Employees who work in one of the twenty-four-hour facilities or who work in a seven-day per week work function will be given the option to either take advantage of this section, or request to participate in the annual leave program:

**20.1.1.8.1** The total number of annual leave days which may be accrued at any time during a calendar year shall be limited by a Board of Supervisors memorandum of understanding or by Board of Supervisors resolution;

**20.1.1.8.2** The annual leave program for Trade Unit members shall be capped at twelve (12) days, defined as ninety-six (96) hours in addition to vacation balance.

**20.1.1.8.3** The annual leave program will allow employees to accrue holidays and utilize them as paid time off. Both parties understand that for the employees opting for the annual leave concept, holidays will be considered as a regular workday, but that an additional day of paid time off will be added to their leave balance as the holidays identified in this section occur;

**20.1.1.8.4** Employees may enter the program at any time, but may withdraw only during the month of August;

**20.1.1.8.5** Accrued annual leave will be utilized prior to vacation balance utilization.

**20.1.1.8.6** Any permanent employee who terminates, or is discharged from county service for cause, shall receive payment for the unused portion of the annual leave privilege accumulated up to the date of discharge at his/her rate of pay on the date of discharge; provided, however, that no payment shall be made for any annual leave privilege accumulated in excess of the accrual maximum.

Attachment C

20.1.1.8.7 Part-time employees shall take accrued annual leave on the same pro rata basis as their part-time schedule bears to the full work schedule of their department.

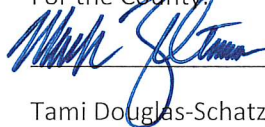
20.1.1.9 Permanent part-time employees shall take holiday time on the same pro rata basis as their part-time schedule bears to the full work schedule of their department.

20.1.1.9.1 Holiday time shall be calculated based on the average of paid time for the 4 weeks preceding the holiday.

20.1.2 Employees working a regularly scheduled workday on Thanksgiving Day, Christmas Day, and/or New Year's Day shall be compensated with premium pay at the rate of time and one-half for all hours worked on those holidays.

20.1.3 The Association also acknowledges that County retains the right to change, amend, or repeal any County Code provision subject to any legally required meet and confer requirements which will replace County Code referenced above.

20.1.4 The County reserves the right to update County Code 2.44.070, Holidays and Time Off, to provide that the holidays designated as Lincoln's Birthday shall be observed either on a Monday or a Friday of the week in which the holiday falls.

For the County  
  
Tami Douglas-Schatz,  
Management Representative  
*Mark Zeltmann  
for Tami Douglas-Schatz*

For SLOCEA  
  
Marilyn Rossa,  
SLOCEA Executive Director  
*Theresa Schultz for  
Marilyn Rossa*

Dated: 5/22/2023

Dated: 5/18/2023

APPROVED AS TO FORM AND LEGAL EFFECT

RITA L. NEAL

County Counsel



By: Jenna Morton, Chief Deputy County Counsel

Dated: 5/25/23