

ENROLLED RESOLUTION 164-2

SUPPORT WAUKESHA COUNTY VOLUNTARY  
UNPAID LEAVE PROGRAM FOR 2009

WHEREAS economic conditions have changed since the development of the 2009 County budget, and

WHEREAS the economic recession has resulted in a projected revenue shortfall for the year, and some departments needing to address unanticipated higher operational expenses due to increasing workloads, and

WHEREAS it is the intent of the County Administration to manage the County's 2009 budget in a way that is the least disruptive impact on service delivery and for our employees, and

WHEREAS current County policy allows for department heads to approve unpaid leaves of absence of up to five (5) days, and

WHEREAS some employees will be willing to assist in mitigating the projected revenue shortfall by taking voluntary unpaid leave.

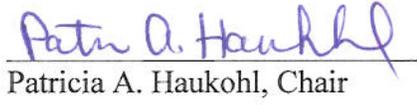
THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA  
RESOLVES that it supports the County Administration's Voluntary Unpaid Leave Program for regular full time and regular part time employees for the period beginning June 1, 2009 and ending December 31, 2009.

SUPPORT WAUKESHA COUNTY VOLUNTARY  
UNPAID LEAVE PROGRAM FOR 2009

Presented by:  
Personnel Committee

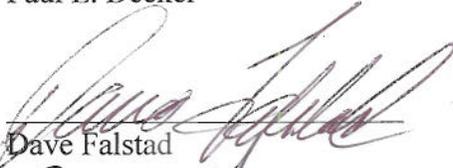
Approved by:  
Finance Committee

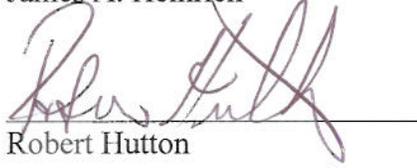
  
Thomas J. Schellinger, Chair

  
Patricia A. Haukohl, Chair

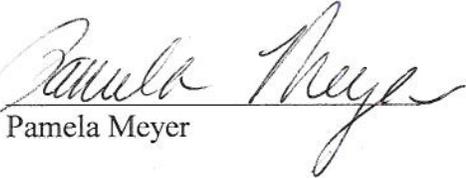
Paul L. Decker

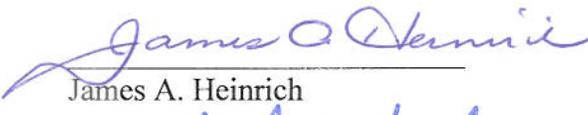
absent  
James A. Heinrich

  
Dave Falstad

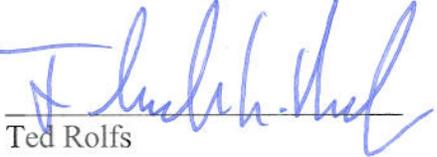
  
Robert Hutton

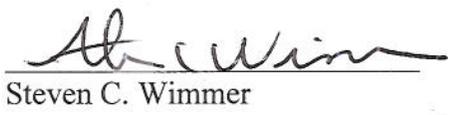
  
Peter Gundrum

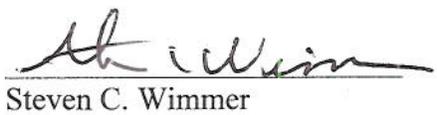
  
Pamela Meyer

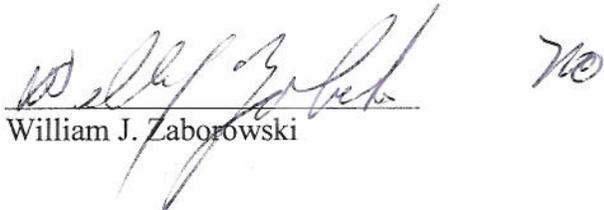
  
James A. Heinrich

absent  
Jean Tortomasi

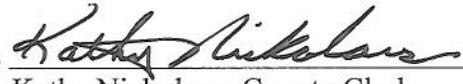
  
Ted Rolfs

  
Steven C. Wimmer

  
Steven C. Wimmer

  
William J. Zaborowski

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, was presented to the County Executive on:

Date: May 29, 2009,   
Kathy Nickolaus, County Clerk

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, is hereby:

Approved: X  
Vetoed: \_\_\_\_\_

Date: 5-29-09,   
Daniel P. Vrakas, County Executive

## **Waukesha County Voluntary Unpaid Leave Program**

With the current economic conditions, the County is expecting a shortfall of revenue in 2009. In order to reduce County expenses, a voluntary unpaid leave program for regular full time and regular part time employees is being implemented. County employees are being encouraged to take up to five days of unpaid leave on a voluntary basis between June 1, 2009 and December 31, 2009.

### ***Program Guidelines***

- Voluntary Unpaid Leave Program will begin on June 1, 2009 and will end on December 31, 2009
- Participation in the Voluntary Unpaid Leave Program requires approval by the department management
- Requests will be reviewed on a case-by-case basis and unpaid time off will be granted only if it results in a cost savings and it does not adversely affect services to the public.
- Leave that causes an increase in costs or requires overtime will not be approved.
- The decision of the department management is final; the decision will not be subject to the grievance procedure.
- Leave requests must be for an employee's normal or regular shift hours. For most regular full time employees this is an eight (8) hour day, and for regular part time employees this is may be an eight (8) or four (4) hour day. Requests for time off in smaller increments will not be approved.
- All leaves will be voluntary and without compensation.
- Maximum amount of voluntary unpaid leave is 40 hours in 2009.
- Certain benefits will be maintained provided the employee meets all of the applicable eligibility requirements associated with the particular benefit. This includes the payment of the County share of the health, dental, life, and long term disability insurance plans. Accrual of vacation, holiday, floating holiday and sick leave, and contributions toward the Retirement Health Savings Plan will not be affected.
- An employee's accrued benefits, such as vacation, holidays, floating holidays, and compensatory time, do not have to be exhausted before voluntary unpaid leave is requested.
- Time off under the Voluntary Leave program will not affect the employee's seniority date.
- The County reserves the right to rescind or modify the Voluntary Unpaid Leave Program with or without notice, and at its sole discretion.

WAUKESHA COUNTY BOARD OF SUPERVISORS

V

DATE-05/26/09

(RES) NUMBER-1640003

1 D. FALSTAD.....AYE  
 3 R. HUTTON.....AYE  
 5 J. JESKEWITZ.....AYE  
 7 P. HAUKOHL.....AYE  
 9 J. HEINRICH.....AYE  
 11 F. RUF.....AYE  
 13 P. DECKER.....AYE  
 15 P. MEYERS.....AYE  
 17 J. TORTOMASI.....AYE  
 19 S. WIMMER.....AYE  
 21 W. ZABOROWSKI.....NAY  
 23 J. PLEDL.....AYE  
 25 G. YERKE.....

2 T. ROLFS.....AYE  
 4 J. DWYER.....AYE  
 6 J. BRANDTJEN.....AYE  
 8 T. SCHELLINGER.....AYE  
 10 D. SWAN.....AYE  
 12 P. WOLFF.....AYE  
 14 B. MORRIS.....AYE  
 16 D. PAULSON.....AYE  
 18 K. CUMMINGS.....AYE  
 20 P. JASKE.....AYE  
 22 P. GUNDRUM.....  
 24 W. KOLB.....AYE

TOTAL AYES-22

TOTAL NAYS-01

CARRIED X

DEFEATED \_\_\_\_\_

UNANIMOUS \_\_\_\_\_

TOTAL VOTES-23