

**RESOLUTION AMENDING WAKE COUNTY CODE OF ORDINANCE 31.05,
POSITIONS AND POSITION CLASSIFICATION PLAN**

WHEREAS, the Board of Commissioners maintains the right to modify its personnel ordinance and policy to affect a more desirable result for eligible employees; and

WHEREAS, such modifications are needed to clarify and codify the practices and guidelines regarding the administration of the classification plan under Section 31.05 Positions and the Position Classification Plan; and

WHEREAS, the County Manager shall be the County Personnel Officer and shall be responsible to the Commissioners for the administration and technical direction of the county's personnel program; and

WHEREAS, the County Manager has delegated the administration and technical direction of the county's personnel program to the Human Resources Director; and

WHEREAS, this ordinance should resolve all previous versions of Section 31.05 Position and Position Classification Plan;

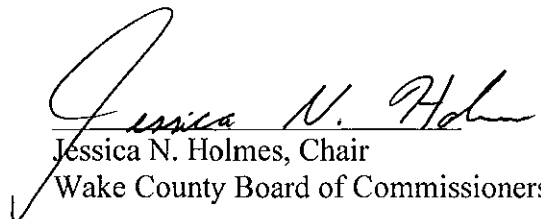
NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of Wake County that:

Effective January 1, 2020, Section 3, Chapter 31 of the Personnel Ordinance, subsections 31.05 (C) are hereby amended as set forth below:

Section 31.05 Positions and Position Classification Plan

(C) For purposes of administrative efficiency and proper personnel management, the county shall maintain a current position classification plan that standardizes position titles indicating the duties and responsibilities of each position. The County Manager has delegated the administration and maintenance of the classification plan to the Human Resources Director, who shall determine the duties of each position and shall promulgate procedures to establish, revise and maintain the classification plan so that it accurately reflects the duties performed by each employee in the classification system. The Human Resources Director shall make administrative amendments to the classification plan which includes amending the job family, sub family, title and level of positions as needed and based on labor market conditions.

Adopted this the 18th day of November of 2019.


Jessica N. Holmes, Chair
Wake County Board of Commissioners

RESOLUTION TO AMEND 31.08 OF THE PERSONNEL ORDINANCE TO ESTABLISH PAID FAMILY ILLNESS LEAVE

WHEREAS, Wake County believes that strong families benefit both the local community and the workplace; and

WHEREAS, the Family Medical Leave Act (FMLA) may provide leave to eligible employees, but does not address the lack of income experienced during periods of necessary leave; and

WHEREAS, providing paid Family Illness Leave for the serious health condition of a family member would address the lack of income experienced during such qualifying events; and

WHEREAS, the Board of Commissioners determines the eligibility of leave benefits for Wake County Government Employees; and

WHEREAS, the Board of Commissioners maintains the right to modify its personnel ordinance and policy to affect a more desirable result for eligible employees; and

WHEREAS, such modifications are needed to clarify and codify the practices and guidelines regarding paid leave under Section 31.08 Workdays and Absence; and

WHEREAS, the County Manager shall be the County Personnel Officer and shall be responsible to the Commissioners for the administration and technical direction of the county's personnel program; and

WHEREAS, this ordinance should resolve all previous versions of Section 31.08 Workdays and Absences and serve as the guide for absences and paid leave;

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of Wake County that: Effective January 1, 2020, Section 3, Chapter 31 of the Personnel Ordinance, subsections 31.08 is hereby amended to relabel (L) Administration of Leave Policies as set forth below:

Section 31.08 Workdays and Absences

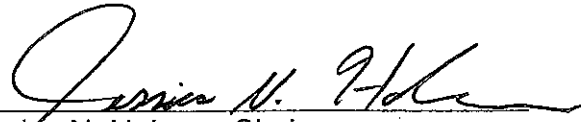
(M)Administration of Leave Policies. The County Manager shall establish rules and procedures governing the administration of leave benefits, including, but not limited to, requests for and approval of leave, accrual and carry-over of leave, reinstatement and transfer of leave benefits, supporting documentation required for approval of leave and other matters as are necessary or appropriate to implement the policies of this section.

And, Effective January 1, 2020, Section 3, Chapter 31 of the Personnel Ordinance, subsections 31.08 (L) Paid Family Illness Leave is hereby established as set forth below:

(L) Paid Family Illness Leave.

Wake County offers paid family illness leave to employees for the care of a family member with a serious health condition. The purpose of paid family medical leave is to allow up to three (3) weeks of paid leave for regular, full-time or part-time benefits eligible employees of the County for a family member, as defined by county administrative policy, undergoing recovery from or treatment of a serious health condition as defined under the Family Medical Leave Act (FMLA).

Adopted this the 2nd day of December of 2019.



Jessica N. Holmes, Chair
Wake County Board of Commissioners