

RESOLUTION 2006-11

**AMENDING PERSONNEL POLICIES AND PROCEDURES
SUBSECTIONS 10.A, 10.B, 11.B.2, 11.C.3, AND 11.C.9, CLARIFYING THE
LAW ENFORCEMENT WORK WEEK AND THE PROCEDURE FOR
ALTERING WORK SCHEDULES**

WHEREAS, the county commission finds it necessary to change the length of the law enforcement work period and to clarify the procedure for altering employee's work schedules;

NOW, THEREFORE, BE IT RESOLVED BY THE TOOELE COUNTY COMMISSION that Personnel Policies and Procedures Subsections 10.A, Work Periods; 10.B, Work Schedules; 11.B.2, Overtime; 11.C.3, and 11.C.9, Compensatory Time are hereby amended to read as attached hereto, which attachment is, by this reference, made a part hereof.

EFFECTIVE DATE: This resolution shall take effect immediately upon passage.

DATED this 15th day of August 2006.

ATTEST:

TOOELE COUNTY LEGISLATIVE BODY

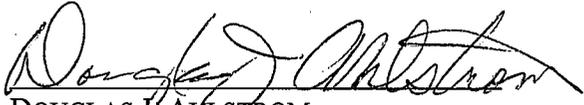

DENNIS D. EWING, Clerk


DENNIS L. ROCKWELL, Chairman


Marilyn K. Gillette
Chief Deputy Clerk

Commissioner Rockwell voted aye
Commissioner Lawrence voted absent
Commissioner Johnson voted aye

APPROVED AS TO FORM:


DOUGLAS J. AHLSTROM
Tooele County Attorney

SECTION 10 WORK HOURS

- A. **WORK PERIODS:** The work week shall be 40 hours. It shall begin Sunday at 12 a.m. and continue through Saturday midnight. The work period for sworn law enforcement officers shall be 14 consecutive days.
- B. **WORK SCHEDULES:** The work day for full-time employees shall be eight hours unless otherwise specifically provided by a department head with prior approval by the county commission. A department head may alter the permanent work schedules of individual employees to accommodate or meet the needs of that department by using a written schedule approved by the county commission.
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SECTION 11 COMPENSATION

B. **OVERTIME:**

2. Each covered employee shall be paid overtime at one and one-half times the employee's regular rate of pay for each hour worked in a work week in excess of 40 hours. Pursuant to Section 207(k) of the FLSA, overtime for covered sworn law enforcement officers begins to accrue after 86 hours have been worked in the 14-consecutive-day work period.

C. **COMPENSATORY TIME:**

3. Covered employees generally may accrue up to 240 hours of compensatory time, which is only 160 hours of actual overtime work. Sworn law enforcement officers may accumulate up to 480 hours of compensatory time, which is 320 hours of actual overtime work.
9. Exempt employees who work more than 40 hours in a week or, if an exempt sworn law enforcement officer, more than 86 hours in a 14-consecutive-day work period, shall be granted compensatory time at the rate of one hour for every extra hour worked. This is straight-time, non-FLSA compensatory time. There is no cap on the number of compensatory hours exempt employees can earn. Because exempt employees are salaried, they are not paid additional sums for compensatory time. Upon termination or retirement, exempt employees shall not be entitled to any pay for accrued compensatory time.

SECTION 10 WORK HOURS

- A. **WORK PERIODS:** The work week shall be 40 hours. It shall begin Sunday at 12 a.m. and continue through Saturday midnight. The work period for sworn law enforcement officers shall be ~~28~~ 14 consecutive days.
- B. **WORK SCHEDULES:** The work day for full-time employees shall be eight hours unless otherwise specifically provided by a department head with prior approval by the county commission. A department head may alter the permanent work schedules of individual employees to accommodate or meet the needs of that department by using a written schedule approved by the county commission.
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SECTION 11 COMPENSATION

B. **OVERTIME:**

2. Each covered employee shall be paid overtime at one and one-half times the employee's regular rate of pay for each hour worked in a work week in excess of 40 hours. Pursuant to Section 207(k) of the FLSA, overtime for covered sworn law enforcement officers begins to accrue after ~~171~~ 86 hours have been worked in the ~~28~~14-consecutive-day work period.

C. **COMPENSATORY TIME:**

3. Covered ~~Exempt~~ employees generally may accrue up to 240 hours of compensatory time, which is only 160 hours of actual overtime work. Sworn law enforcement officers may accumulate up to 480 hours of compensatory time, which is 320 hours of actual overtime work.
9. Exempt employees who work more than 40 hours in a week or, if an exempt sworn law enforcement officers, more than ~~171~~ 86 hours in a ~~28~~14-consecutive-day work period, shall be granted compensatory time at the rate of one hour for every extra hour worked. This is straight-time, non-FLSA compensatory time. There is no cap on the number of compensatory hours exempt employees can earn. Because exempt employees are salaried, they are not paid additional sums for compensatory time. Upon termination or retirement, exempt employees shall not be entitled to any pay for accrued compensatory time.