



To: Gahanna City Council
Raymond Mularski, City Attorney

From: Miranda Vollmer, Director of Human Resources
Laurie A. Jadwin, Mayor

Date: September 16, 2020

Re: Department of Human Resources (September 21, 2020 Meeting)

UPDATES

None.

ACTION ITEM(S)

#1 – AMENDMENT TO THE 2020 BENEFITS ORDINANCE

The 2020 Benefits Ordinance (0121-2019) was passed by City Council on December 16, 2019. This Ordinance includes the benefits for the unclassified personnel of the City of Gahanna. The following modifications are now requested for consideration:

- Increase vacation carryover hours from 240 to 300 hours
- Allow Department Directors, Chief of Police, Deputy Chief of Police, and City Planner & Zoning Administrator to carryover any hours in excess of 300 as of December 31, 2020 to December 31, 2022 due to the COVID 19 pandemic

The increase in vacation hours to 300 better aligns the unclassified personnel with unionized personnel. Employees in the job classifications above were called upon to assist the City through issues arising due to the worldwide pandemic. These employees were unable to use vacation leave while working through this emergency. Although Article 4, Section 9 provides for a payout of hours above the limit as approved by City Council, this option is not preferred, as the pandemic continues to have a negative impact on the City's budget. The hours above 300 will not be subject to pay out and will be required to be used by December 31, 2022. The hours over 300 will be maintained and managed by the Departments of Human Resources and Finance. This proposed change will allow for more flexibility in using accrued and earned vacation time due to impacts of COVID-19.

Legislation Needed: Ordinance
Emergency/Waiver: None