

ARTICLE 32

HOLIDAY PAY

A. The designated holidays are:

New Year's Day

Presidents Day

Memorial Day

Labor Day

Veterans' Day

The day AFTER Thanksgiving

Christmas Day

Floating Holiday

Martin Luther King Jr. Day

One-half (1/2) day Good Friday

Independence Day

Columbus Day

Thanksgiving Day

December 24th

December 31st

General Election Day in the EVEN  
numbered years

B. Employees covered by this Agreement who normally work a regularly scheduled five (5) day week, Monday through Friday, shall be granted time off with pay for the designated holidays.

1. The holiday designated must fall on the week days, that is, Monday through Friday.

2. Should the holiday fall on Saturday, the immediately preceding Friday shall be observed as the designated holiday for that year.
  3. Should the holiday fall on Sunday (except for Christmas Eve and New Year's Eve, which are detailed in B.4 of this Article) the immediately succeeding Monday shall be observed as the designated holiday for that year.
  4. Christmas Eve and New Year's Eve:
    - a. Should Christmas Eve and New Year's Eve fall on Friday, the preceding Thursdays will be observed as the designated holidays for that year.
    - b. Should Christmas Eve and New Year's Eve fall on Sunday, the preceding Fridays will be observed as the designated holidays for that year.
  5. The foregoing shall not apply if New Year's Day falls on Saturday in any year which is subsequent to the year of expiration of this Agreement.
  6. Effective as soon as possible after ratification, an employee shall receive holiday pay provided that he/she works the scheduled day before and the scheduled day after the holiday and the holiday, if scheduled, or is excused with pay for the entire day from work. Failure to receive approval by not calling in or properly notifying the Employer regarding an absence on the day before or the day after a holiday shall result in the denial of holiday pay. When such an absence is because of illness, and the Department Head or designee suspects abuse, a medical certificate may be required. In order for an employee to avoid loss of pay, said employee, if required, shall provide a medical certificate within three (3) working days of such requirement.
- C. Employees who qualify, now working in departments that are on a twenty-four (24) hour, seven (7) day week basis, and telephone operators at the Sheriff Department shall be compensated in cash for the designated holidays. Payment for Christmas Eve, Christmas Day and New Years Eve shall be made in the pay period in which the holiday occurs and shall be based on the salary scale in effect on the date of payment. The balance of Holiday payments shall be paid in cash by the 1<sup>st</sup> Friday following the first December pay period. Holiday payment shall be in addition to the regular pay for actual time worked.
1. Compensatory time off in lieu of payment for any of the designated holidays may be granted upon written request of the employee and upon approval of the Department Head.
  2. Effective as soon as possible after ratification, an employee shall receive holiday pay provided that he/she works the scheduled day before and the scheduled day after the holiday and the holiday, if scheduled, or is excused with pay for the entire day from work. Failure to receive approval by not calling in or properly notifying the Employer regarding an absence on the day before or the day after a holiday shall result in the denial of holiday pay. When such an absence is because of illness, and the Department Head or designee suspects abuse, a medical certificate may be required. In order for an employee to avoid loss of pay, said employee, if required, shall provide a medical certificate within three (3) working days of such requirement.
  3. DROP Participants: At the time an employee elects to participate in the DROP Program he/she shall receive as part of their payoff, a prorated amount of Holiday Pay. Payment for the balance of that years holidays and subsequent holiday pay shall be made in December of each year. Payment shall be as described in Section C, above.
- D. For County Library holiday schedules and provisions, refer to Appendix C, Supplement to Master Agreement, Section D.4, Library.

- E. New hires will not be eligible to utilize the Floating Holiday during his/her first year of employment.