RESOLUTION NO. 2023-13

MAINE TOWNSHIP
A RESOLUTION TO ALLOW THE ACCRUAL OF
PAID LEAVE BY PART-TIME EMPLOYEES

WHEREAS the Board of Trustees of Maine Township of Cook County, Illinois wishes to allow Maine Township part-time employees to earn paid leave in accordance with the provisions of the Paid Leave for All Workers Act ("PLAWA"), but also wishes to allow part-time employees to earn one hour of paid leave for every thirty eight (38) hours worked instead of for every forty (40) hours worked as provided in the PLAWA, and

WHEREAS, the Board of Trustees of Maine Township wishes to allow all Maine Township employees (both full-time and part-time) to take Vacation, Personal, Sick, and PLAWA leave in minimum increments of two (2) hours,

THEREFORE, Section 5.7a shall be added to the Maine Township Personnel Manual and shall read as follows:
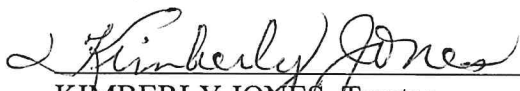
5.7a PAID LEAVE FOR ALL WORKER LEAVE: Maine Township part-time employees shall earn paid leave in accordance with the provisions of the Paid Leave for All Workers Act ("PLAWA"), except that part-time employees shall earn one hour of paid leave for every thirty eight (38) hours worked instead of for every forty (40) hours worked as provided in PLAWA. All other provisions of PLAWA shall apply to this type of leave. Before using PLAWA leave, a part-time employee shall request the Department Head's approval with at least seven calendar days' notice unless this notice is waived by the Department Head. If the need for leave is not foreseeable, notice should be provided as soon as possible.
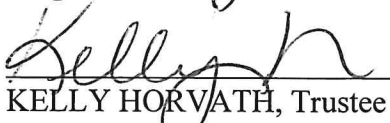
FURTHER, Section 5.9a shall also be added to the Maine Township Personnel Manual and shall read as follows:
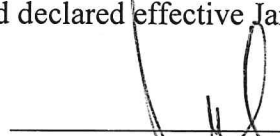
5.9a MINIMUM LEAVE INCREMENTS: Vacation, Sick, Personal, and PLAWA leave may be taken in minimum increments of two (2) hours.

Adopted this 28th Day of December, 2023, and declared effective January 1, 2024.

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KAREN J. DIMOND, Supervisor

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KIMBERLY JONES, Trustee

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KELLY HORVATH, Trustee

_____
JAMES MAHER, Trustee

_____
ASIF MALIK, Trustee

ATTEST:

_____
PETER GIALAMAS, Clerk