Proposal from SEIU 521 to Kern County
SEIU reserves the right to add, modify, and delete to the following proposal.

Proposal 17 9/11/24

Section 4. Vacation

A. The vacation entitlement for regular full-time employees covered by this Agreement is:

1. 12 days (96 hours) vacation after 1 year of continuous service. Maximum vacation accrual will be 312 hours.
2. 17 days (136 hours) vacation after 5 years of continuous service. (New accrual rate begins at start of 5th year of service). Maximum vacation accrual will be 432 hours.
3. 22 days (176 hours) vacation after 10 years of continuous service. (New accrual rate begins at start of 10th year of service). Maximum vacation accrual will be 552 hours.
4. 27 days (216 hours) vacation after 15 years of continuous service. (New accrual rate begins at start of 15th year service). Maximum vacation accrual will be 672 hours.
5. For the purposes of this subsection, "continuous service," shall mean uninterrupted employment with the County of Kern. Authorized leaves of absence shall not be considered as a break in service.

B. Regular permanent part-time employees' vacation entitlement is prorated on the same yearly basis.

C. The annual vacation scheduling policies of County departments shall remain in effect during the term of this Agreement. However, where needed, each department's scheduling policy shall be amended to allow an employee to submit a vacation request with a minimum of one week notice. Further, each department shall allow an employee to request a vacation day with a minimum of 24 hours' notice.

D. The granting of any vacation request, by a department head or designated supervisor, shall be subject to the workload and staffing requirements of the department. Vacation requests shall be responded to within 5 business days following the submission by the employee. With the respect to employees with maximum vacation accruals, if the employee has been denied a proper written request for a vacation and subsequently submits a second proper request for vacation for a different period of time, and that second request is denied, the employee shall upon written request, be entitled to receive cash in an amount equal to the amount of vacation time the employee would have accrued while utilizing the vacation time if the second vacation request has been approved. The requests must conform to the scheduling policy of the department.

E. Cash Out- Annually an employee may request a cash out of 5 days (40) hours of vacation or CTO) employee must have a balance of 40 hours minimum remaining after cash out request of vacation hours and CTO.

F. Employees shall not be downgraded on the Employee Performance Report, Corrective Action Plan or equivalent for the use of authorized vacation.

G. Financial Hardship- If an employee incurs a serious financial hardship, the employee may request in writing to their department head to cash-out all or any portion of the employee's accrued vacation. Upon receipt of a request, the department head shall approve or deny the employee's

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request within 7 days if approved by the department head, a claim will be submitted to the Auditor-Controller/County Clerk. Any disputes arising from a denial of any claim for payment will be resolved by application of the Grievance and Arbitration Procedure.

For the purposes of this section, "serious financial hardship" must involve either (1) a family illness or death, (2) the inability to meet transportation and housing needs, or (3) the loss of employment by the employee's spouse, domestic partner, or head of household.