

Committee Recommendation

Background

Currently a full-time employee accrues eight hours of sick leave for each month worked. An individual may apply to use 40 hours of accrued sick leave for immediate family members during each fiscal year.

Sample Cases

Some actual incidents employees have encountered are listed below. In all these cases the employee had not used his/her family medical leave in the previous year/s.

- An employee has both parents seriously ill and needs to be gone more than the 40 hours allowed in the fiscal year.
- A parent has a child with a serious illness and needs to be home with that child more than a week.
- A parent has a child who needs reconstructive surgery and the expected time of recuperation is more than 40 hours.
- An employee has a parent dying and wants to be with that parent during her last days.

Recommendation

The committee felt all these cases had merit. In their evaluation of the various options, a parameter was set that would not increase sick leave accrual. The recommendation is as follows:

- Sick leave will continue to accrue at the rate of 8 hours per month worked.
- Employees must have an accrued sick leave balance to cover time requested.
- Records for family medical leave for the previous 5 years are reviewed. If there is a balance remaining for these years, then the individual may use that leave for immediate family medical care.