

COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND
2009 Legislative Session

Resolution No. CR-47-2009
Proposed by The Chairman (by request – County Executive)
Introduced by Council Member Bland
Co-Sponsors _____
Date of Introduction July 7, 2009

RESOLUTION

1 A RESOLUTION concerning

2 Employee Furlough Plan

3 For the purpose of approving a Furlough Plan to reduce the compensation expenditures reflected
4 in the Fiscal Year 2010 County Budget and to offset an ascertained shortfall in revenue.

5 WHEREAS, Section 16-229 of the County Code authorizes the County Executive to
6 transmit to the County Council, in resolution form, a Furlough Plan under certain circumstances;
7 and

8 WHEREAS, the approved Fiscal Year 2010 County Budget requires compensation
9 reductions through the implementation of a County-wide furlough; and

10 WHEREAS, the County Executive has determined that an ascertained revenue shortfall of
11 \$5,000,000 in the Solid Waste Enterprise Fund, during Fiscal Year 2010, based on available
12 projections, will require the reduction of the County's compensation expenditures; and

13 WHEREAS, a projected cost savings of \$18,000,000 through employee compensation
14 reduction requires a furlough of approximately 6,200 employees for up to eighty (80) hours each.

15 NOW, THEREFORE, BE IT RESOLVED by the County Council of Prince George's
16 County, Maryland, that the Furlough Plan transmitted by the County Executive on June 25, 2009,
17 attached hereto and incorporated herein as Attachment "A", be and the same is hereby approved.

18 BE IT FURTHER RESOLVED that the provisions of this Resolution are severable, and if
19 any provision, sentence, clause, section or part hereof is held or determined to be illegal, invalid
20 or unconstitutional or inapplicable to any person or circumstances, such illegality, invalidity or
21 unconstitutionality or inapplicability shall not affect or impair any of the remaining provisions,
22 sentences, clauses, sections or parts of this Resolution or their application to other persons or

1 circumstances. It is hereby declared to be the legislative intent that this Resolution would have
2 been passed if such illegal, invalid, unconstitutional or inapplicable provision, sentence, clause,
3 section or part had not been included herein, and as if the person or circumstances to which this
4 Resolution or any part hereof are inapplicable had been specifically exempted herefrom.

5 BE IT FURTHER RESOLVED that the Furlough Plan approved hereby shall take effect on
6 the date of adoption of this Resolution.

Adopted this 21st day of July, 2009.

COUNTY COUNCIL OF PRINCE
GEORGE'S COUNTY, MARYLAND

BY: _____
Marilynn M. Bland
Chairperson

ATTEST:

Redis C. Floyd
Clerk of the Council

ATTACHMENT “A”

FURLOUGH PLAN (The PLAN)

Section 1: All full-time or part-time active employees in the classified or exempt service in any County department, agency or office who are entitled to earn annual leave will be required to take leave without pay as a furlough, as described below:

(a) **FULL PARTICIPATION** (Up to eighty (80) leave without pay furlough hours)

- County Executive Senior Staff
- County Management Level Employees (Exempt, Directors, Deputy Directors, etc.)
- All Full-Time Employees who are entitled to earn annual leave and who are 100% funded by the General Fund, Internal Service Funds (Fleet and Information Technology Fund), and Solid Waste Enterprise Fund - Salary Schedules A, D, E, G, H, L, P, Q, W, X, Y, Z, C-O, F-O, P-O, W-O.

(b) **REDUCED PARTICIPATION** (Leave without pay furlough hours prorated)

- Part-Time Employees (Based on work hours)
- Positions Partially Funded by the fund sources described in Section (1)(a) (Based on percentage of funding)
- Match Grant Funded Positions (Based on percentage of General Fund Match funding)
- Employees who leave the employment of Prince George’s County before the end of FY 2010 will be required to take prorated leave without pay furlough hours equivalent to four (4) hours for each pay period during the furlough period (August 2, 2009 through May 8, 2010) prior to their separation
- Employees who are hired with Prince George’s County after the effective date of CR-47-2009, will be required to take prorated leave without pay furlough hours equivalent to four (4) hours for each pay period during the furlough period which extends to June 19, 2010 up to the eighty (80) hour requirement.

(c) **EXCLUDED FROM PARTICIPATION**

- 100% Non-General Fund Match Grant Positions (including LTGF)
- 100% Enterprise Funded Positions (Storm Water Management)
- Any Other Employee Who Does Not Earn Annual Leave.
- Washington Suburban Transit Commission Transit Tax Agency Fund

Section 2: During the furlough period employees identified in Section 1 (a) are required to take up to eighty (80) leave without pay furlough hours; employees identified in Section 1 (b) are required to take a prorated number of leave without pay furlough hours; and those employees identified in Section 1 (c) are excluded from the Plan, provided that:

- (a) Employees must charge a minimum of four (4) hours per pay period when furlough leave hours are taken. The total number of hours required must be satisfied between the core furlough period of August 2, 2009 and May 8, 2010 (a total of twenty pay periods). If hired after August 2, 2009, each employee will be required to take prorated leave without pay hours equivalent to four (4) hours for the remaining pay periods through June 19, 2010 up to the eighty (80) hour requirement. Department/Agency Heads will be given discretion in working with scheduling employee furlough leave hours within the core furlough period. It is the responsibility of the Department/Agency Head of each employee to ensure that the hours are scheduled and taken during the core furlough period, in the manner provided herein;
- (b) Each Department/Agency Head will be responsible for preparing an Employee Furlough Leave Plan for each employee within each agency to ensure that the agency maintains core services to County citizens and residents;
- (c) Employees who leave the employment of Prince George's County before the end of FY 2010 will be required to take prorated leave without pay furlough hours equivalent to four (4) hours for each pay period during the core furlough period prior to their separation;
- (d) The Office of Finance will provide a biweekly furlough leave usage report to all Department/Agency Heads who will be responsible for monitoring the progress of each employee's furlough schedule; and,
- (e) The Office of Human Resources Management will monitor the Furlough Plan usage of each department/agency and the Office of Management and Budget will monitor the departmental Furlough Plan cost savings.

- (f) The Office of Management and Budget will report to the County Executive and County Council regarding Furlough Plan cost savings at the end of each quarter and recommend whether the Furlough Plan needs to be continued.

Section 3: All employees identified in Section 1 (a), who elect to satisfy their required leave without pay furlough hours on a holiday designated by County law or union contract, will be credited with an amount of annual leave equal to the number of leave without pay furlough hours taken on the holiday, up to a maximum total of twenty-four (24) hours. All employees identified in Section 1 (b), who elect to satisfy their required leave without pay furlough hours on a holiday designated by County law or union contract, will be credited with an amount of annual leave equal to the number of leave without pay furlough hours taken on the holiday, up to a maximum of eight (8) hours. This annual leave credit will be posted to the employee's new annual leave balance at the beginning of the 2011 leave year provided that the employee has satisfied the required leave without pay furlough hours.