

COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND

Legislative Session 1991

Resolution No. CR-96-1991

Proposed by The Chairman (by request - County Executive)

Introduced by Council Member Casula

Co-Sponsors _____

Date of Introduction October 8, 1991

RESOLUTION

A RESOLUTION concerning

Employee Furlough Plan

FOR the purpose of approving a Furlough Plan in order to reduce the compensation budget of the County because of an ascertained shortfall in revenue and to amend the provisions relating to annual leave carryover of certain Salary Plans.

WHEREAS, Section 16-229 of the Personnel Law, enacted by CB-90-1991, authorizes the County Executive to transmit to the County Council, in resolution form, a Furlough Plan under certain circumstances; and,

WHEREAS, the County Executive has determined that an ascertained shortfall in revenue during Fiscal Year 1992, based on available projections, will require the reduction of the County's compensation expenditures; and,

WHEREAS, the County Executive and Council are attempting to avoid additional employee reductions-in-force as a means to offset

the ascertained revenue shortfall; and,

WHEREAS, the furloughs of approximately 2,700 employees identified in the Furlough Plan will generate an estimated compensation savings of \$3,600,000; now, therefore,

BE IT RESOLVED by the County Council of Prince George's County, Maryland, that the Furlough Plan transmitted by the County Executive on October 3, 1991, and resubmitted on October 28, 1991, identified as Attachment A to this Resolution, be and the same is hereby approved.

BE IT FURTHER RESOLVED that Salary Schedules A, D-1, G, PO, S-1 (FO) and W-1 are hereby amended to reflect a five (5) day increase in the maximum annual leave carryover permitted.

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

Adopted this 5th day of November, 1991.

COUNTY COUNCIL OF PRINCE
GEORGE'S COUNTY, MARYLAND

BY: _____
Richard J. Castaldi
Chairman

ATTEST:

Maurene W. Epps
Acting Clerk of the Council

ATTACHMENT "A"

REVISED
FURLOUGH PLAN

Section 1: Any full-time or part-time employee in the classified or exempt service in any County department, agency or office who is entitled to earn annual leave will be required to take leave without pay as a furlough, as described in Section 2, below, provided the employee is:

(a) paid pursuant to Salary Schedules A, D-1, G, PO, S-1 (FO), and W-1; and

(b) in a position on the effective date of this Furlough Plan which has a full-time base salary, before any furloughs, of more than Fifteen Thousand Dollars (\$15,000) during FY92, as determined by the Personnel/Payroll system on the effective date of this Furlough Plan; and

(c) not subject to the rulings in the Public Employee Relations Board cases Nos. 16390026089W and 16390028090S.

Section 2: During the furlough period described in Section 3, below, full-time employees identified in Section 1, above, are required to take eighty (80) furlough hours and part-time employees are required to take a pro-rated number of furlough hours to be determined by the Personnel Officer; provided, however, that:

(a) except as set forth in paragraph (b), below, no employee shall be required to take more than eight (8) furlough hours of regularly scheduled work time per pay period, although an employee requesting to do so may be granted permission to do so by the employee's appointing authority;

(b) except for those employees exempted in writing by the Chief Administrative Officer, employees subject to this Furlough Plan must take December 23, 1991, December 24, 1991, December 26, 1991, and December 27, 1991, as furlough days, provided that no more than one of these furlough days may be charged to an employee during any single pay period unless requested by the employee.

(c) other than as set forth in (b), above, furloughs may be taken in hourly increments, provided that the total number of furlough hours at the end of the furlough period equals eighty (80) hours for full-time employees and a pro-rated number of hours for part-time employees, as determined by the Personnel Officer; and

(d) employees who leave the employment of Prince George's County before the end of FY92 may be permitted to take fewer furlough hours, pursuant to procedures established by the Personnel Officer.

Section 3: Employees required to take furlough hours must do so before June 28, 1992. Furlough time may be taken at the employee's discretion with appointing authority approval; and furlough time may be charged the employee in accordance with procedures established by the Personnel Officer. It is the

responsibility of the appointing authority of each employee required to take furlough hours to ensure that the hours are scheduled and taken during the furlough period, in the manner provided herein.

Section 4: Any employee who elects to take December 25, 1991, January 1, 1992, January 20, 1992, February 17, 1992 or May 25, 1992 as furlough days will be granted one (1) day of annual leave for each furlough day taken on these dates, up to a maximum of five (5) days (40 hours) of annual leave; provided, however, that any employee required by order of the Chief Administrative Officer to work on any holiday specified herein, may be granted a day of annual leave for a furlough day taken on a non-holiday.

Section 5: In order to meet an unforeseen circumstance, the County Executive, by Executive Order, may modify the provisions of this Furlough Plan as to an employee or group of employees, provided that such modification may not exempt any employee from the requirement for ten (10) furlough days and a maximum grant of five (5) days of annual leave in exchange for furlough days.

Section 6: A copy of any written exemption or modification pursuant to Sections 2(b), 4 or 5 of this Furlough Plan must be filed with the Clerk of the Council within ten (10) working days from the date of its issuance.

Section 7: Employees not required to take furlough time under this Furlough Plan may do so voluntarily, to the same extent and under the same conditions as employees required to do so as provided herein. Any annual leave earned as a result of voluntary furlough time, up to a maximum of five (5) days (40 hours), may be

accumulated by an employee regardless of any maximum accumulation of annual leave established by the employee's applicable salary schedule.

Section 8: The County Executive may negotiate an agreement with the collective bargaining representative of any bargaining unit employees not required to participate in this Furlough Plan for participation in this Furlough Plan to the same extent and under the same conditions as employees required to participate, without the need for further Council action. Said agreement may include an increase to the maximum accumulation of annual leave for bargaining unit employees of up to five (5) days (40 hours) in exchange for furlough time taken.