

ORDINANCE NO. 2022- 3

**AN ORDINANCE TO AMEND ORDINANCE 2014-3 AND ORDINANCE 2021-41;  
UPDATING THE CRAIGHEAD COUNTY EMPLOYMENT POLICY FOR VACATION AND  
PERSONAL TIME, DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES**

**WHEREAS;** the Quorum Court implemented accruals based on hours worked, rather than hours paid with Ordinance 2021-41, and

**WHEREAS;** the Quorum Court desires to reward Craighead County employees with good benefits, and

**WHEREAS;** the Quorum Court concurs in the importance of increasing the rates of accrual for personal and vacation time to continue to make Craighead County a competitive employer in the area.

**NOW THEREFORE** be it Ordained by the Quorum Court of Craighead County, State of Arkansas as follows:

SECTION 1. Ordinance 2014-3 and Ordinance 2021-41 adopting the Craighead County Employment Policy shall remove the current language in Section 8, Vacations: A, part (2), and insert the following:

Vacation time is determined and calculated by anniversary date of employment and accrued as follows:

- a. Vacation time can start being used after the first year.
- b. During the first two years of continuous service, the employee will accrue vacation time at the rate of 0.03 hours per hour worked, but the use of vacation accrued time will not be permitted during the 1<sup>st</sup> year of service.
- c. After the 2<sup>nd</sup> year of service and on the anniversary date of hire, the employee will accrue vacation time at a rate of 0.06 hours per hour worked.
- d. At the beginning of the 6<sup>th</sup> year and on the anniversary date of hire, the employee will accrue vacation time at the rate of 0.07 hours per hour worked.
- e. At the beginning of the 16<sup>th</sup> year and on the anniversary date of hire, the employee will accrue vacation time at the rate of 0.09 hours per hour worked. Continuous service is defined as uninterrupted employment while working as a regular, full-time employee.
- f. Vacation must be accrued before being eligible to use. (Leave of absence without pay shall not interrupt continuous service except for time off).

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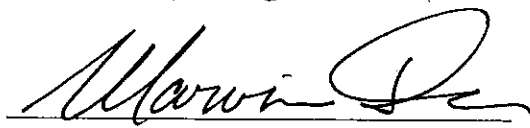
SECTION 2. Ordinance 2014-3 and Ordinance 2021-41 adopting the Craighead County Employment Policy shall remove the current language in Section 10, Personal Time: C, part (1), and insert the following:

Full-time employees personal time shall be accrued at the rate of 0.03 hours per hours worked.

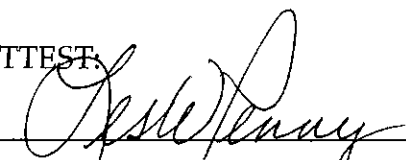
SECTION 3. Severability. If any provision of this ordinance is held invalid, such invalidity shall not affect the remaining provisions of the ordinance which remains effective absent the invalid provision, and to this end, the provisions of this ordinance are declared to be severable.

SECTION 4. Emergency Clause. It is hereby determined by the Quorum Court that the above-described amendment is needed for the immediate needs of Craighead County, to correct the deficiency in the previous Ordinance 2021-41 and will be effective at the pay period beginning January 11, 2022.

PASSED AND APPROVED on this 24<sup>th</sup> day of January, 2022.

  
\_\_\_\_\_  
Marvin Day, County Judge

ATTEST:

  
\_\_\_\_\_  
Lesli Penny, County Clerk

"This publication was paid for by the Craighead County Clerk, cost of publication \_\_\_\_\_"

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