



CHURCHILL COUNTY AGENDA REPORT

Date Submitted: August 19, 2021

Meeting Date Requested: September 2, 2021

To: Board of County Commissioners

From: Geof Stark, Human Resources Director

Subject Title: Consideration and possible action re: Approval of a Leave of Absence request for Shelly Greenwood

Type of Action Requested: Action

Does this action require a Business Impact Statement? No

Recommend Board Action: Motion to approve an unpaid leave of absence of up to 18 weeks for Shelly Greenwood.

Discussion: Shelly Greenwood works as a Transportation Specialist (Meals on Wheels Driver) at the Life Center. She indicates she does not desire a closed session to discuss this issue. She is pregnant with an expected delivery date of October 24, 2021. Because of the nature of her work, she is unable to perform her job duties due to her pregnancy and we have offered her an unpaid LOA as an accommodation until after she gives birth. Because she is a new employee, she has already exhausted her available leave and has now requested time off (as an unpaid Leave of Absence - LOA) for the remainder of her pregnancy and after the birth of her child. As a new employee, she is not eligible for FMLA leave.

Ms. Greenwood is requesting she be granted a LOA for up to 18 weeks - the ten weeks prior to her due date and eight weeks afterwards for bonding. Social Services Director Shannon Ernst is supportive of her request for time off, but Title 3 only grants department heads the authority to give up to one month off for an unpaid LOA.

Pursuant to Section 3.40.30 A of Title 3 of the Churchill County Code, provided for the board's review, the "County Board may grant a leave of absence without pay to any ... employee upon request... . Such leave of absence may be extended for a period not to exceed a total of six months with the concurrence of the County Board". Based on this section, staff requests the board's approval. Her return-to-work date is estimated as December 20, 2021.

In addition to Title 3 policies, NRS 613.4353, the Nevada Pregnant Workers' Fairness Act, requires employers to provide reasonable accommodation to female employees for a condition related to pregnancy, childbirth, or a related medical condition. Allowing time off to accommodate her pregnancy and for the birth of a child would be considered a reasonable accommodation. Allowing additional time for bonding is an additional good-faith gesture on the county's behalf, which provides for stronger employee/employer relations.

Alternatives: Limit the unpaid LOA to a total of one month (the maximum amount department heads are authorized to approve).

Fiscal Impact: \$0

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Explanation of Impact: The leave of absence, if approved, would be without pay, so there would actually be a cost savings. The Life Center has hired a casual employee to cover the route, so the cost savings would come from not having to pay PERS for the casual employee.

Funding Source: N/A

Prepared By: Geof Stark, Human Resources Director

Reviewed By: Jim R. Barbee, County Manager

Benjamin Shawcroft, Chief Deputy DA

Sherry Wideman, Comptroller

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