

Staff Report

Subject: 2024 Holiday Schedule

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Department: Human Resources and Risk Management

Meeting Date: October 3, 2023

Item Description: Consideration to publish the 2024 Holiday Schedule.

Summary Recommendation:

Staff is requesting approval to print and distribute the 2024 Holiday Schedule.

Executive Summary/Background

Human Resources Standards of Practice 5.01, Holidays and Excused Absences requires the Human Resources Office to produce a calendar of the federally recognized and Board of Commissioners-approved holidays for the upcoming year.

Alternatives for Commission to Consider

1. Approve the County Holiday Schedule as presented.
2. Disapprove the County Holiday Schedule and provide guidance to staff.

Recommended Alternative:

Staff recommends Alternative 1.

Other Alternatives:

1. Review the holidays authorized and determine if holidays should be reduced or additional holidays added.

Department Review: County Manager and Human Resources

Funding Source: Funds for holidays are accounted for in the annual budget.

Attachments: 2024 Holiday Schedule