

## **Staff Report**

**Subject:** 2023 Holiday Schedule

**Author:** Sarah Mausolf, Director

**Department:** Human Resources and Risk Management

**Meeting Date:** October 18, 2022

**Item Description:** Consideration to publish 2023 Holiday Schedule.

### **Summary Recommendation:**

Staff is requesting approval to print and distribute the 2023 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

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

**Attachments:** 2023 Holiday Schedule