



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: December 15, 2021

AGENDA ITEM: Consider a motion to update the GRPU Personal Policy Section 8.8.6, pertaining to the donation of PTO.

PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

Staff has requested the ability to support their co-workers by donating PTO to them in their time of need due to medical emergencies. The current policy is very restrictive and requires an employee exhaust all of their personal PTO benefits prior to being eligible for donations. The proposed revision to the policy allows for an employee to accept donations after they've exhausted their own leave to eighty (80) hours. The revisions have been discussed with legal counsel and staff has also researched the tax implications of the employee shared leave program.

Attached are the clean version of the proposed policy along with a redlined version showing the changes from the existing policy.

Management staff recommends approval of the proposed policy changes.

RECOMMENDATION:

Consider a motion to update the GRPU Personal Policy Section 8.8.6, pertaining to the donation of PTO.