



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 1, 2021
PREPARED BY: Tracey Vasquez, HR Manager
DEPARTMENT: Human Resources

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on proposed additions to the City of Manor Personnel Policies and Procedures Handbook.

BACKGROUND/SUMMARY:

As management enforces provisions of the City of Manor Personnel Policies and Procedures Handbook, opportunities for both clarification of policy regarding legislative updates and to adhere to current legislation regarding H.B. 2073, Paid Quarantine Leave, and S.B. 1359, Mental Health Leave Policy for Peace Officers.

LEGAL REVIEW: Yes
FISCAL IMPACT: Yes
PRESENTATION: No
ATTACHMENTS: Yes

- Paid Quarantine Leave Policy
- H.B. 2073
- Mental Health Leave Policy for Peace Officers
- S.B. 1359

STAFF RECOMMENDATION:

It is city staff's recommendation that the City Council approve the proposed additions to the City of Manor Personnel Policies and Procedures Handbook.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
