



LAKE COUNTY FOREST PRESERVES  
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Preservation, Restoration, Education and Recreation

**DATE:** January 10, 2019

**MEMO TO:** Terry Wilke, Chair  
Finance Committee

**FROM:** Mary E. Kann  
Director of Administration

**RECOMMENDATION:** Recommend Approval of an Ordinance amending the District's Personnel Policy 4.3 (Military Training & Leave of Absence).

**STRATEGIC DIRECTION SUPPORTED:** Organizational Sustainability

**FINANCIAL DATA:** There is no financial impact.

**BACKGROUND:** On January 1, 2019, the Illinois Service Member Employment and Reemployment Rights Act (ISERRA) took effect. This act replaces three current state acts addressing military leave. Over the last several years, military leave laws creating employer obligations pertaining to those serving in the military have been frequently amended. Therefore, legal counsel has recommended that we do not attempt to maintain a comprehensive policy that mirrors the law and that must be amended each time the law changes. Rather our policy will provide that the District complies with the law as it pertains to Military Leave now and as it may be amended in the future.

**REVIEW BY OTHERS:** Chief Operations Officer, Director of Finance, Manager of Human Resources & Risk, Corporate Counsel.

STATE OF ILLINOIS)  
  ) SS  
COUNTY OF LAKE )

**BOARD OF COMMISSIONERS  
LAKE COUNTY FOREST PRESERVE DISTRICT  
REGULAR JANUARY MEETING  
JANUARY 15, 2019**

MISTER PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **FINANCE COMMITTEE** presents herewith “An Ordinance Amending Personnel Policy 4.3 (Military Training & Leave of Absence)” and requests its approval.

**FINANCE COMMITTEE:**

Date: \_\_\_\_\_  Roll Call Vote: Ayes: \_\_\_\_ Nays: \_\_\_\_

Voice Vote Majority Ayes: Nays: \_\_\_\_

**LAKE COUNTY FOREST PRESERVE DISTRICT  
LAKE COUNTY, ILLINOIS**

**AN ORDINANCE AMENDING PERSONNEL POLICY 4.3  
(MILITARY TRAINING AND LEAVE OF ABSENCE)**

**WHEREAS**, on August 15, 1980, the Lake County Forest Preserve District (the "District") passed and approved certain Personnel Policies ("Policies") and Procedures, which have been amended from time to time; and

**WHEREAS**, it is in the best interest of the District to amend Policy 4.3 with respect to military training and leave of absence; and

**WHEREAS**, such amendment to Policy 4.3 shall be in the form of Exhibit A attached to this Ordinance and incorporated herein by this reference (the "Amendment"); and

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, **THAT**:

**Section 1: Recitals.** The recitals set forth above are incorporated as a part of this Ordinance by this reference.

**Section 2: Approval of Amendment.** The Amendment is hereby approved. The Executive Director is hereby authorized and directed to amend the Policy in accordance with the Amendment.

**Section 3: Effective Date.** This Ordinance shall be in full force and effect on January 15, 2019.

PASSED this \_\_\_\_ day of \_\_\_\_\_, 2019.

AYES:

NAYS:

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Angelo D. Kyle, President  
Lake County Forest Preserve District

ATTEST:

\_\_\_\_\_  
Julie Gragnani, Secretary  
Lake County Forest Preserve District

Exhibit No. \_\_\_\_\_

## 4.3 Military Training & Leave of Absence

*Effective Date: August 15, 1980*

*Revision Date: May 27, 1994, April 9, 2013, July 15, 2015, July 11, 2018, [January 15, 2019](#)*

### **Policy**

It is the policy of the District to provide, as the law provides, employees in military service with leave, compensation where appropriate, reinstatement and restorations of employment opportunities. Military training leave shall be granted without loss of benefit leave.

In accordance with the Federal Uniformed Services Employment and Reemployment Rights Act (USERRA) and the ~~Illinois Military Leave of Absence Act~~ [Illinois Service Member Employment and Reemployment Rights Act \(ISERRA\)](#), a leave of absence, shall be granted to employees who leave their positions and enter military service or attend military training. ~~Such service is authorized only in cases where the employee has been officially called to active duty in the military service. Voluntary re-enlistments will not be subject to this leave policy if as a result of the re-enlistment the employee's accumulated military leave exceeds five years.~~