

DATE: September 2, 2021

MEMO TO: Julie Simpson, Chair
Finance Committee

FROM: Mary E. Kann
Director of Administration

RECOMMENDATION: Recommend approval of an Ordinance amending Personnel Policy 4.1 – Holiday Pay to add Juneteenth as a fixed District Holiday.

STRATEGIC DIRECTION SUPPORTED: Leadership

FINANCIAL DATA: There is no financial impact at this time.

BACKGROUND: The Finance Committee directed staff at the July 1, 2021 meeting to move forward on adding Juneteenth (June 19th) to the list of District Holidays. Juneteenth (June 19th) marks the day in 1865 that slaves in Galveston, Texas learned they had been freed by President Abraham Lincoln’s Emancipation Proclamation. This Executive Order outlawed slavery in Confederate states beginning Jan. 1, 1863, the midpoint of the Civil War. After a follow-up discussion at the August 5, 2021 Finance Committee meeting, it was determined to designate this date as a fixed holiday.

In June 2021, both the State of Illinois and the Federal government designated June 19th of each year as a holiday. State holidays are applicable to state employees and public schools and federal holidays are applicable to federal employees and the District of Columbia. As a unit of local government, the District’s holiday schedule is not automatically set by state or federal holiday observance.

District holidays for all employees, excluding those covered by the collective bargaining agreements (CBA) of the Fraternal Order of Police (FOP) and Construction and General Laborers Local 152 (152), are defined in Policy 4.1- Holiday Pay. The Finance Committee recommends any changes to this policy for approval by the full Board. Members of the FOP and 152 unions have their holidays defined in their CBA. The addition of any holiday to these CBA’s would be determined as part of the negotiations process. In 2020, one-year extensions were approved for both CBA’s. Negotiations for both will take place later this year.

The recognition of this holiday would be a continuation of the District’s Diversity, Inclusion and Equity efforts.

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

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

AN ORDINANCE AMENDING PERSONNEL POLICY 4.1 – HOLIDAY PAY

WHEREAS, on March 19, 1976 the Lake County Forest Preserve District (the “District”) passed and approved certain Personnel Policies & Procedures, which have been amended from time to time (the “Policies”); and

WHEREAS, it is in the best interests of the District to amend Policy 4.1 – Holiday Pay to include Juneteenth (June 19th) in the list of holidays as a fixed holiday; and

WHEREAS, the amended Policy Section 4.1 – Holiday Pay shall be in the form of Exhibit A attached to this Ordinance and incorporated herein by this reference (the “Amended Policy”);

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 Amended Policy. The Amended Policy is hereby approved and the Policies are hereby amended to include the Amended Policy.

Section 3: Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this ____ day of _____, 2021

AYES:

NAYS:

APPROVED this ____ day of _____, 2021

Angelo D. Kyle, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Board Secretary
Lake County Forest Preserve District

Exhibit No. ____



4.1 Paid Holidays

Effective Date: August 15, 1980

*Revision Date: February 20, 1981, June 14, 1984, June 19, 1987, June 18, 1993, May 13, 1994, August 14, 1998, April 14, 2000, May 19, 2000, December 14, 2001, June 21, 2002, November 7, 2013, January 14, 2020, **September 14, 2021***

Policy

The following days are authorized holidays granted by the District:

- New Year's Day
- Martin Luther King's Birthday
- Lincoln's Birthday
- Good Friday
- Memorial Day
- Juneteenth**
- Independence Day
- Labor Day
- Columbus Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day

New Year's Day, Martin Luther King's Birthday, Memorial Day, **Juneteenth**, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve and Christmas Day are fixed holidays. All other holidays are floating holidays. On the floating holidays, departments are required to remain open.