

Speaking Points

2020 Exempt Vacation Carry Over Usage

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Purpose:

This ordinance is to extend the use of vacation carry over time for administrative and managerial staff from April 30, 2021 to September 30, 2021 due to the 2019 COVID Pandemic

Background:

- TMC Section 2101.26 addresses “vacation” for administrative and managerial staff (exempts) that requires that employees should take vacation in the calendar year following the year in which it was earned.
- In the event an employee is not able to use his/her vacation in the year following the year it was earned, an employee may be allowed to “carryover” unused vacation time into the next year. Carryover vacation is then to be used by April 30 of the next year.
- Due to the ongoing Coronavirus pandemic, many exempt employees will be unable to use their earned vacation by the end of 2020.
- Section 2101.36 permits employees to carry over vacation to the following calendar year, but requires employees to use their carryover vacation prior to April 30th of the following year.
- In order to allow additional time for affected employees to use accrued vacation and to minimize monetary compensation for unused vacation time, this Ordinance seeks to amend Section 2101.36 to extend the date to use carryover vacation in 2021 from April 30 to September 30.

Cost:

We do not anticipate the extended use of 2020 vacation time having a minimal cost impact to the Agency. Any extended vacation time not used by September 30, 2020 will be forfeited.