



Resolution for Compensation of Polk County Personnel During (specified) Disaster Periods;

WHEREAS, County Judge Sydney Murphy issued a Declaration of Disaster for Polk County, Texas on August 25, 2020 in anticipation of Hurricane Laura; and

WHEREAS, Judge Murphy issued a memo on August 25, 2020 announcing Polk County offices were to officially close at Noon on August 26, 2020 in preparation of Hurricane Laura making landfall and impacting Polk County in the early morning hours of August 27, 2020, and offices were to reopen Monday, August 31, 2020. Hurricane Laura shifted course and did not affect Polk County, so a second memo was issued on August 27, 2020 to officially reopen all county offices on Friday, August 28, 2020. However, some Elected Officials determined that an administrative closure or partial closure of their individual office/s was necessary through August 28, 2020, in the interest of their particular staffing concerns; and

WHEREAS, by the authority of the Commissioners Court of Polk County, Texas and in compliance with Department of Labor Fair Labor Standards and the adopted Personnel Policies of Polk County, and in an effort to equitably compensate Polk County Employees for the periods specified herein, the Commissioners Court hereby determines and authorizes the following terms of compensation:

PAYROLL ISSUED ON SEPTEMBER 4, 2020 (for the period of 8/17 – 8/30/2020)

For the week of 8/17/- 8/23/2020:

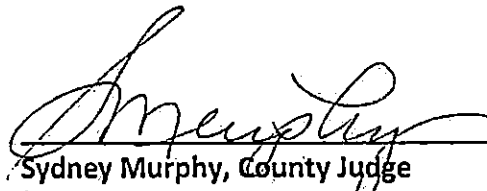
- The Emergency Operations Center was activated Thursday, August 20, 2020. Employees, both Exempt and Non-Exempt, assigned by their Department Head/Official or by the Emergency Operation Center to work an "Emergency/Disaster Event" (either wholly or in combination with regular job duties) that have provided the required record for "Emergency/Disaster Event Time" will receive regular pay for the period **AND** will receive a separate "disaster event" payment at a rate of 1½ times their hourly rate for any hours actually worked in excess of 40 hours during this period in "Emergency/Disaster Event" duties and such overtime shall not accrue to the Employees FLSA leave balance.

For the week of 8/24 – 8/30/2020:

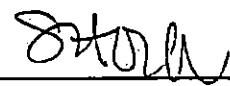
- Employees not regularly scheduled to work during this period, including Employees on scheduled, pre-authorized leave and not reporting for duty, will be paid in accordance with their available leave taken.

- Employees regularly scheduled and available to work during the period will receive regular pay for the period, including those Employees that were not able to report to work due to an Administrative Closure enacted by the Elected Official of their Department or due to storm related issues for which their Department Head / Official authorized the Employee's leave.
- Employees that reported to work and have documented "actual hours worked" in their regular job duties up to 40 hours during this period will receive regular pay for the period AND will receive equivalent Administrative Time to be used within twelve months of accrual added to their leave balance for hours worked during the emergency closure up to the number of hours granted during the emergency closure (12 hours). Any overtime hours recorded by a Non-Exempt Employee for work relating to regular job duties will be recorded to the Employees FLSA leave balance.
- Employees, both Exempt and Non-Exempt, assigned by their Department Head/Official or by the Emergency Operation Center to work an "Emergency/Disaster Event" (either wholly or in combination with regular job duties) that have provided the required record for "Emergency/Disaster Event Time" will receive regular pay for the period AND will receive equivalent Administrative Time added to their leave balance for hours worked up to the number of hours granted during the emergency closure (12 hours) during the period AND will receive a separate "disaster event" payment at a rate of 1½ times their hourly rate for any hours actually worked in excess of 40 hours during this period in "Emergency/Disaster Event" duties and such overtime shall not accrue to the Employees FLSA leave balance.

This Resolution is hereby approved and Adopted by the Polk County Commissioners Court this 22nd day of September, 2020.


 Sydney Murphy, County Judge
 Polk County, Texas

ATTEST:


 Schelana Hock, County Clerk

(SEAL)

