



2B-5 HOLIDAY

The following employee classifications shall be eligible for the holiday benefit: Full time. These employee classifications shall not be eligible for the holiday benefit: Part time, seasonal, temporary, on call.

The County holidays shall be determined by the Hopkins County Commissioners' Court.

Holidays are 8 hour days and shall not accrue for all county employees regardless of classification.

If a paid holiday occurs during the vacation of an eligible employee, that day shall be paid as a holiday and not be charged against the employee's vacation balance. An employee shall not be allowed to take a day off with pay prior to a holiday in anticipation of working on the holiday. Special consideration shall be given to employees requesting time off for religious or other special observances which are not designated as paid holidays for Hopkins County. Each supervisor is responsible for granting this leave based on the needs of their individual departments. Vacation, compensatory time, or leave without pay may be used for special leave granted.

An eligible regular full time employee (non 207k exempt or dispatch) called in to work on a holiday because of an emergency, or other special need of the County shall be paid straight hours worked in addition to holiday pay. These hours will not count towards comp time or overtime hours.

Shift employees classified as "fire or law enforcement" who fall under the 207k exemption per FLSA, as well as dispatch employees will be compensated for the county's holidays in lieu of time off. Depending on the number of approved county holidays, each eligible employee will be paid the equivalent of a day's pay over the course of 26 pay periods. This will be calculated off of the employee's base pay. No additional compensation will be paid.

Example: number of county approved holidays x hourly base rate paid over 26 pay periods.

If an employee is off due to worker's compensation the holiday pay will not be paid. If the employee is off due to FMLA leave the holiday will not be paid.