

**BEFORE THE BOARD OF DIRECTORS OF THE
KLAMATH 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT**

**IN THE MATTER OF UPDATING POLICY)
CHAPTER 2 PERSONNEL LEAVE CALCULATION METHOD)
ORS 659A.164) RESOLUTION
) 24-01**

RESOLUTION 24-01

BE IT RESOLVED that Klamath 9-1-1 Emergency Communications District operates under its adopted District Policy and Procedures;

NOW, THEREFORE, BE IT RESOLVED that under 2023 legislation, all Oregon employers shall adopt a measured forward leave year by July 1, 2024. Therefore, the Klamath 9-1-1 Emergency Communications District do hereby authorize and adopt the updated policy language.

2-17: Leave Calculation Method – inserted within District Family Medical Leave

Leave Calculation Method. Per ORS 659A.164 the method for calculating the 12-month period will be a “52 week rolling forward” period, measured from the Sunday immediately preceding the date on which leave commences for a given qualifying event. With this method, when an employee requests leave, we will look at our records to see if a 12-month clock is already started, because of a previous qualifying event, or if a clock needs to be started. If the clock has already been started the amount of leave already used will be subtracted from the available amount to determine eligibility for the current need. If a clock has not been started, the full amount of leave will be considered for the current need. An employee will regain full leave eligibility following the close of the 52-week rolling forward window.

This matter having come before them at their meeting on June 19, 2024.

Randy Sword, Chairman

ATTEST: _____
Joanie Rote, Acting Director