

OMC Study of Vacation Leave Policy

for a recommendation to the Virlina District Board Executive Committee

We will use this information for a vote on Monday, August 24, 6:00pm (Zoom Call).

Current (2010) Virlina Personnel Policy:	
After 1 st yr	1 wk
After 2 nd yr	2 wks
After 6 th yr	3 wks
After 12 th yr	4 wks
After 15 th yr	5 wks

Proposal from Policy Committee: PLAN A		Tricia's Proposal: PLAN B*		Additional Proposal: PLAN C	
After probation	3 days	After probation	1 wk (5 days)	After probation	1 wk (5 days)
After 1 st yr	1 wk (5 days)	After 1 st yr	2 wk (10 days)	After 1 st yr	2 wk (10 days)
After 2 nd yr	2 wks (10 days)	After 2 nd yr	3 wks (15 days)	After 3 rd yr	3 wks (15 days)
After 5 th yr	3 wks (15 days)	After 5 th yr	4 wks (20 days)	After 5 th yr	4 wks (20 days)
After 10 th yr	4 wks (20 days)	After 10 th yr	5 wks (25 days)	After 7 th yr	5 wks (25 days)
After 15 th yr	5 wks (25 days)	After 15 th yr	6 wks (30 days)	After 10 th yr	6 wks (30 days)

*Barry's note: I feel that **Tricia's PLAN B** is an appropriate compromise of year-increments and reaching additional days earlier in one's career. Please take into account our original purposes for adjusting Vacation Leave for the Camp Staff, listed on page 2.

April 6, 2019 OMC Proposal (6 day work week): PLAN D**		Similar Proposal with 5 day work week: PLAN E	
After probation	1 wk (6 days)	After probation	1 wk (5 days)
After 1 st yr	2 wks (12 days)	After 1 st yr	2 wks (10 days)
After 3 rd yr	2.5 wks (15 days)	After 3 rd yr	2.5 wks (13 days)
After 5 th yr	3 wks (18 days)	After 5 th yr	3 wks (15 days)
After 7 th yr	3.5 wks (21 days)	After 7 th yr	3.5 wks (18 days)
After 10 th yr	4 wks (24 days)	After 10 th yr	4 wks (20 days)
After 12 th yr	4.5 wks (27 days)	After 12 th yr	4.5 wks (23 days)
After 15 th yr	5 wks (30 days)	After 15 th yr	5 wks (25 days)
		After 20 th yr	6 wks (30 days)

**Barry's note: Reminder that, when I we proposed our April 6 PLAN D, we were using what we thought was the current Virlina Personnel Policies showing a jump from "After 12th year = 4 weeks vacation" to "After 20th year = 5 weeks vacation." The information we had did not reflect an increment of "After 15th year = 5 weeks vacation."

The Outdoor Ministries Committee met on April 6, 2019 at Camp Bethel and voted unanimously in favor of the following resolution:

Whereas, Camp Bethel full-time exempt employees with managerial responsibilities include the Camp Director, Program Coordinator, Facilities Manager, Food Services Coordinator, and [when feasible] Guest Services Coordinator, and these employees shall have an average work week of 45 hours except as otherwise modified in position descriptions approved by the District Board Executive Committee, and

Whereas, the Outdoor Ministries Committee recognizes that the camp is open and active January through December and that this year-round work also includes intense seasonal work weeks from April through October that consistently exceed 45 hour work weeks, and

Whereas, the Outdoor Ministries Committee seeks ways to support current and future full-time staff at Camp Bethel in ways that do not increase expenses including: recruiting the most qualified persons to serve in these staff roles, boosting morale, and encouraging long-term retention of current and future staff,

Resolved, the Outdoor Ministries Committee does hereby recommend to the Virlina District Board – Church of the Brethren, Inc. the following amendment of the Personnel Policies of the Virlina District Board - Church of the Brethren, Inc., Section VI, letter D, number 1. “Vacation”:

1. Vacation. Vacation with pay will be stated in the record of agreement. Non-probationary regular full-time employees, except those whose written agreements indicate otherwise, are entitled to vacation time according to the following schedule:

“Vacation for Camp Bethel Staff:

After completion of the 90-day probationary period = 6 days vacation.

After 1 year = 12 days vacation.

After 3 years = 15 days vacation.

After 5 years = 18 days vacation.

After 7 years = 21 days vacation.

After 10 years = 24 days vacation.

After 12 years = 27 days vacation.

After 15 years = 30 days vacation.”

OMC voting YES on April 6: Sam Foster (Chair), Stephanie Naff (Vice-Chair), Allison Mullins (Secretary), Zach Tabor (Finance Chair), Amanda Leddy (Program Chair), Charles Huffman (Property Chair), Sharon Flora, Trish Haskins, Junior King, Naomi Powers, Ron Rucker.

Abstaining from vote on April 6: Kathy Blackwell.

Not present: Sam Light.

Also present with no vote: Barry LeNoir (ex-off).