



**COUNTY COMMISSIONERS**

Karen Howard, Chair  
Franklin Gomez Flores, Vice Chair  
Diana Hales  
Mike Dasher  
Robert Logan

**COUNTY MANAGER:** Dan LaMontagne

**Resolution Amending the Chatham County Personnel Policy  
June 2022**

**WHEREAS**, the Chatham County Personnel Policy, adopted March 11, 1996, establishes the general guidelines for employees conduct; and

**WHEREAS**, from time to time it is necessary to amend the Personnel Policy for clarification or to better meet the needs of the employees and the County; and

**WHEREAS**, internal and external review of the policy identified needed modifications to the policy, and

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of Chatham County, that Personnel Policy be amended as follows:

**Amend Article VI**

***Section 6: Sick Leave***

- A.** Unused sick leave earned from another North Carolina government agency and/or the Chatham County substantially funded quasi-governmental agencies of the Chatham County Council on Aging, Chatham County Economic Development Corporation, Chatham Transit, or Chatham Trades will be accepted and transferred to the county if:
1. Verification of the accumulated sick leave is received in writing from the previous employer; and
  2. The transfer is completed within one (1) year from the employee's first day of employment with the county.

***Section 14: Petty Leave***

- A.** Each full-time regular county employee shall be allowed up to fourteen (14) hours of annual petty leave, with pay, in addition to the employee's designated sick and vacation leave. Each part-time regular county employee shall be allowed petty leave in proportion to the time he/she worked. Any employee hired after January 15 of the year shall receive a prorated share of petty leave for that year.
- B.** Petty leave may be granted for personal matters that cannot be transacted outside of office hours, time lost reporting to work, medical and dental appointments, and absences due to adverse weather conditions.
- C.** Petty leave may be taken in increments of fifteen (15) minutes.
- D.** Petty leave shall be approved by the employee's immediate supervisor
- E.** Unused petty leave, at the end of the calendar year, will be forfeited.

**Amend Article VII**

***Section 9: Retiree Health Insurance***

- A. Eligibility
  - 1. A minimum of 20 years of paid experience with Chatham County in order to qualify for retiree health insurance; **AND**
  - 2. Employees must qualify for full service (not early) retirement with the North Carolina Local Government Retirement System (LGERS) specific to their LGERS classification (law enforcement, non-law enforcement); OR be approved for disability retirement with the retirement system.
- B. There is no minimum age requirement.
- C. The maximum age for retirees and dependents to be covered under the group plan is 65 years of age.
- D. Percent of Premium Paid by County
  - 1. 30 years of paid service with the County: 100% premium paid
  - 2. 25 years of paid service with the county: 75% premium paid
  - 3. 20 years of paid service with the county: 50% premium paid

Adopted, this the 21<sup>st</sup> day of June, 2022.

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Karen Howard, Chair  
Chatham County Board of Commissioners

ATTEST:

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Lindsay K. Ray, NCCCC, Clerk to the Board  
Chatham County Board of Commissioners