

Memorial Day was our first holiday since we got our bookmobile. And, as they often do, this holiday had parades, and the bookmobile appeared in one: the parade in Union City. We don't have any policy for extra compensation on holidays in our Handbook because we haven't needed it: we are simply closed on holidays, so nobody is working and our normal holiday pay policy controls: "Employees will be paid their usual rate of pay for the number of hours they were scheduled to work on the day had it not been an observed holiday."

In the case of situations like the above parade, though, the Board may wish to consider whether or not to address this as an issue of fairness, since our outreach staff on the bookmobile are not enjoying the same time off as others.

There is no requirement in law that we do anything differently for those working on a holiday, but recognizing the inherent unfairness by offering additional compensation in our policy would certainly be appreciated by those affected. At this time, there are probably only a couple of holiday in the year (Memorial and Independence days) that would also have parades, and probably only a couple of people that would be affected.

From questions raised in an email conversation with the Personnel Committee, I contacted our employment law specialist at Foster Swift about options. Karl Butterer replied that so long as we are paying at least minimum wage for up to 40 hours in a week, and an overtime premium for hours worked on top of that, we are in compliance with the law. He went on to say that employers often either pay workers a higher rate on a holiday or let them take the holiday on another day (a "floating holiday"). The simplest way to achieve this for affected employees could be to add the number of hours they would have received on a typical shift on the holiday in question to their PTO bank to be used another day of their choosing. Alternatively, you might want to increase the pay rate instead.

For reference, the current language in our Employment Handbook governing how we pay for holidays is:

Employees will be paid their usual rate of pay for the number of hours they were scheduled to work on the day had it not been an observed holiday.

If you opted to go the "floating holiday" route, you could consider something like:

Employees will be paid their usual rate of pay for the number of hours they were scheduled to work on the day had it not been an observed holiday.

Employees required to work a special event on a holiday will be paid their usual rate of pay for the number of hours they worked on the special event. In addition, these employees will have their PTO bank increased by the number of hours they are

usually scheduled to work the day on which the holiday occurred. If not typically scheduled for that day, these employees will have their PTO bank increased by the number of hours they worked on the holiday.

Would the Board be interested in making a change for situations like this?

Submitted by John Rucker