

### Affidavit of Publication

STATE OF NEVADA,  
County of Washoe—SS.

Mary Hefling

being duly sworn, deposes and says that he is the  
Record Clerk

of The SPARKS TRIBUNE, a weekly newspaper,  
published in Sparks, Washoe County, Nevada; that  
he has charge of and knows the advertising ap-  
pearing in said newspaper, and the

Notice of County Ordinance

Bill No. 575, Ordinance No. 407

of which a copy is hereunto attached, was first  
published in said newspaper in its issue dated

December 20, 1978

and was published in each of the following issues  
thereafter:

the date of the last publication being in the issue  
of December 27, 1978

*Mary Hefling*

Subscribed and sworn to before me this, the

27th day of December, 1978

*Loretta Dickerson*  
Douglas,  
Notary Public in and for the County of Washoe,  
State of Nevada.

My Commission expires: October 25, 1980

 LORETTA DICKERSON  
Notary Public -- State of Nevada  
Douglas County  
My Commission Expires Oct. 25, 1980

**NOTICE OF COUNTY ORDINANCE**  
Notice is hereby given that Bill No. 575, Ordinance No. 407, amending Ordinance No. 213, entitled, "An ordinance establishing a Merit Personnel System for Washoe County employees; providing for a classification plan and compensation plan; requiring examination of prospective employees; providing for eligible lists and certification of such prospective employees; specifying appointment procedures; providing for probationary periods and maintenance of personnel records; regulating attendance and leaves of absence; providing for employee-management relations; requiring evaluation of performance of employees; providing for training; specifying procedures for disciplinary and correctional actions, separations, and appeals and hearings; providing prohibitions and penalties; amending the titles of and amending Washoe County Ordinance Numbers 117 and 182, relating to vacation times for County Clerk's employees and for employees in the office of the Commissioner of Civil Marriages and Marriage License Bureau to conform to the provisions of this ordinance; repealing County Ordinance Numbers 105 and 127, relating to County employees' benefits, pay plan and position classification manual; and providing other matters properly relating thereto;" by authorizing payment for sick leave upon death or retirement; by authorizing leave for chronic or long-term illness or injury; by providing for maternity leave in cases of adoption; and providing other matters properly relating thereto was adopted on December 12, 1978, by Commissioners Rusk, Nelson, Farr, Brown and Stoess.  
Typewritten copies of the Ordinance are available for inspection by all interested persons at the office of the County Clerk.  
Alex Coon, County Clerk  
Publish: December 20, 27, 1978.



SUMMARY: Amends Washoe County Ordinance No. 213 (establishing a merit personnel system for Washoe County employees) by authorizing payment for sick leave upon death or retirement; providing for leave for chronic or long-term illness or injury; and providing for maternity leave in cases of adoption.

BILL NO. 575

ORDINANCE NO. 407

AN ORDINANCE AMENDING "AN ORDINANCE ESTABLISHING A MERIT PERSONNEL SYSTEM FOR WASHOE COUNTY EMPLOYEES; PROVIDING FOR A CLASSIFICATION PLAN AND COMPENSATION PLAN; REQUIRING EXAMINATIONS OF PROSPECTIVE EMPLOYEES; PROVIDING FOR ELIGIBLE LISTS AND CERTIFICATION OF SUCH PROSPECTIVE EMPLOYEES; SPECIFYING APPOINTMENT PROCEDURES; PROVIDING FOR PROBATIONARY PERIODS AND MAINTENANCE OF PERSONNEL RECORDS; REGULATING ATTENDANCE AND LEAVES OF ABSENCE; PROVIDING FOR EMPLOYEE-MANAGEMENT RELATIONS; REQUIRING EVALUATION OF PERFORMANCE OF EMPLOYEES; PROVIDING FOR TRAINING; SPECIFYING PROCEDURES FOR DISCIPLINARY AND CORRECTIONAL ACTIONS, SEPARATIONS, AND APPEALS AND HEARINGS; PROVIDING PROHIBITIONS AND PENALTIES; AMENDING THE TITLES OF AND AMENDING WASHOE COUNTY ORDINANCE NUMBERS 117 AND 182, RELATING TO VACATION TIMES FOR COUNTY CLERK'S EMPLOYEES AND FOR EMPLOYEES IN THE OFFICE OF THE COMMISSIONER OF CIVIL MARRIAGES AND MARRIAGE LICENSE BUREAU TO CONFORM TO THE PROVISIONS OF THIS ORDINANCE; REPEALING COUNTY ORDINANCE NUMBERS 105 AND 127, RELATING TO COUNTY EMPLOYEES' BENEFITS, PAY PLAN AND POSITION CLASSIFICATION MANUAL; AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO" BY AUTHORIZING PAYMENT FOR SICK LEAVE UPON DEATH OR RETIREMENT; BY AUTHORIZING LEAVE FOR CHRONIC OR LONG-TERM ILLNESS OR INJURY; BY PROVIDING FOR MATERNITY LEAVE IN CASES OF ADOPTION; AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO.

SECTION 1. Section 117 of Ordinance No. 213 is hereby amended to read as follows:

SECTION 117. Sick leave accrual and payment on separation. An employee separated from service shall earn sick leave only through the last working day for which he is entitled to pay. Upon death or retirement, an employee shall be compensated for total accrued sick leave at the rate of one hour's pay at the regular hourly rate for every three hours of sick leave accrued. Accrued sick leave shall be limited to 90 days for compensation purposes.

SECTION 2. Ordinance No. 213 is hereby amended by adding Section 121.1 thereto which reads as follows:

SECTION 121.1. Leave for chronic or long-term illness or injury.

1. Accrual of leave for chronic or long-term illness. After an employee has accumulated 90 working days of sick and disability leave pursuant to Section 115 of this Ordinance, additional unused sick and disability leave may be accumulated from year to year, not to exceed an additional 90 working days, and placed in a separate account for use in cases where the employee is suffering from a long-term or chronic illness or injury and has used all other sick leave available to him or her.

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2. Authorization for use. The use of leave for chronic or long-term illness or injury shall be authorized only upon the written recommendation of a physician certifying that a chronic or long-term illness or injury incapacitates the employee from performing the duties of his or her position. In lieu of authorizing the use of leave for chronic or long-term illness or injury, the County may place the employee in a position where he or she is physically capable of performing the duties.
3. Payment upon separation. No payment for unused leave for chronic or long-term illness or injury shall be made upon death, retirement or termination of employment.
4. The provisions of this section shall not be applicable to employees covered by a collective bargaining agreement between Washoe County and a duly recognized employee association.

SECTION 3. Section 123 of Ordinance No. 213 is hereby amended to read as follows:

SECTION 123. Maternity leave. An employee is entitled to accumulated sick leave as maternity leave regardless of the type of delivery or results of pregnancy, if the provisions specified in subsections 1 to 7, inclusive, are fully complied with. Up to six weeks of accumulated sick leave shall also be authorized for the adoption of a child in cases where the Welfare Division of the Nevada State Department of Human Resources or other appropriate public agency requires the adoptive parent employed by Washoe County to remain at home with the child.

1. If, after exhausting her accumulated sick leave, an employee needs additional time off from work, accumulated vacation shall be granted if requested by the employee. If additional time is required, leave without pay may be granted in accordance with the provisions of Section 124.
2. A maternity leave may be taken for 6 weeks. The decision as to when such leave begins or ends shall be made by the employee with the approval of the appointing authority, accompanied by the approval of the employee's personal physician or physician designated by the appointing authority.
3. Except in the case of adoption, maternity leave shall not be used for infant care or for the conditions of pregnancy which do not incapacitate the employee for duty.
4. Pregnancy shall not jeopardize an employee's job or seniority, except for leave with pay limitations, but she shall be responsible for reporting the pregnancy as soon as it is an established fact so that steps may be taken to protect the employee's health or modify her working conditions and in order that any necessary staffing adjustments may be planned.
5. All maternity leave requests shall contain a signed statement by the employee of her intention to return to her job at the earliest possible time in accordance with her physician's decision. If the employee does not carry out her stated intention, paid maternity leave shall be completely repaid to the county by the employee.

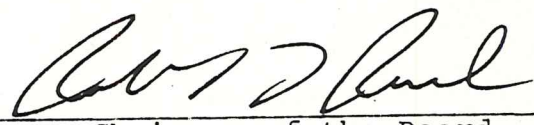
- 6. The failure to report for assignment at the expiration of a maternity leave shall be considered as a resignation, the effective date of which shall be determined based on the repayment of paid sick leave.
- 7. In every case, except for adoptions, an employee shall submit a written report from her physician to the appointing authority as to the anticipated dates of absence, and a second report stating that she is physically able to return to work as of a given date.

SECTION 4. This ordinance shall take effect after its proposal, passage and publication as prescribed by NRS 244.100.


Proposed on the 5th day of December, 1978.  
 Proposed by Commissioners Rusk, Nelson, Farr, Brown & Stoess.  
 Passed on the 12th day of December, 1978.

Vote:

Ayes: Commissioners: Rusk, Nelson, Farr, Brown & Stoess.  
 Nays: Commissioners: None  
 Absent: Commissioners: None

  
 \_\_\_\_\_  
 Chairman of the Board

ATTEST:

ALEX COON CLERK  
 By  CHIEF DEPUTY  
 \_\_\_\_\_  
 County Clerk

This ordinance shall be in force and effect from and after the 27th day of December, 1978.