

Keri Hinton

From: Silas Halloran-Steiner
Sent: Friday, April 28, 2017 10:34 AM
To: Keri Hinton; Crystal Cox
Cc: Laura Tschabold; Desiree Lundeen
Subject: FW: Board Consideration: HHS Employee Extended Leave Without Pay

Keri, Crystal,

Missed you on the first one... please see below.

Silas Halloran-Steiner
Director, Yamhill County Health and Human Services Department
Phone: (503) 434-7523
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Fax: (503) 434-9846
627 NE Evans
McMinnville, OR 97128

Our Vision: People in Yamhill County live, work, learn, and play in safe communities that support wellness and dignity.

Our Mission: To promote the public's physical, emotional and social well-being through services, prevention, education, and partnerships.



Like Yamhill County Public Health to stay informed.

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From: Silas Halloran-Steiner
Sent: Friday, April 28, 2017 10:29 AM
To: Mary Starrett <starrettm@co.yamhill.or.us>; Laura Tschabold <tschabold@co.yamhill.or.us>
Cc: Desiree Lundeen <lundeend@co.yamhill.or.us>; Amy Thorkildson <thorkildsona@co.yamhill.or.us>; Christina Malae <malaec@co.yamhill.or.us>; Lindsey Manfrin <marfrinl@co.yamhill.or.us>; Lee Monahan <monahanl@co.yamhill.or.us>
Subject: Board Consideration: HHS Employee Extended Leave Without Pay

Hi Mary and Laura,

Due to medical reasons, I am requesting Board authorization for an additional fifteen (15) days of Leave Without Pay (LWOP) for HHS Adult Behavioral Health employee _____ in effective 5/8/17 through 5/26/17 with an anticipated return to work date of 5/30/17. The nature of the leave is protected under Family Medical Leave Act or

Oregon Family Leave Act, however, it exceeds the maximum leave allowed. I do believe it warrants additional LWOP authorization beyond the five (5) days per month I can authorize under County policy as department head.

Keri/Crystal, please add this onto the Board Agenda with the following suggested language:

"Authorize an additional fifteen (15) days of Leave Without Pay (LWOP) for HHS Adult Behavioral Health employee

Please let me know if you have any questions.

Thanks,

Silas Halloran-Steiner
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Accepted by Yamhill County
Board of Commissioners on
5-4-17 by Board Order
17-150