

## Carolina Rook

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**From:** Silas Halloran-Steiner  
**Sent:** Thursday, March 01, 2018 2:40 PM  
**To:** Mary Starrett; Laura Tschabold  
**Cc:** Desiree Lundeen; Carolina Rook; Keri Hinton; Lindsey Manfrin; Amy Thorkildson; Christina Malae; Krisan Pendleton  
**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 twenty-seven (27) working days of Leave Without Pay (LWOP) for HHS Enhanced Residential and Outreach Services employee #3093 from 3/5/18 through 4/10/18 with an anticipated return to work date of 4/11/18. The nature of the leave is protected under Family Medical Leave Act or Oregon Family Leave Act, however, the employee has exhausted their FMLA and OFLA entitlement. Additionally, I previously requested the Board authorize twenty days of LWOP for this employee from 2/5/18 through 3/2/18, however, due to medical issues the employee has not been cleared to return to work.

Keri/Carolina, please add this onto the Board Agenda for next week with the following suggested language:

“Authorize an additional twenty-seven (27) days of Leave Without Pay (LWOP) for HHS Enhanced Residential and Outreach Services employee #3093.”

Please let me know if you have any questions.

Thanks,

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



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Accepted by Yamhill County  
Board of Commissioners on  
3/8/18 by Board Order  
# 18-73

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