

Carolina Rook

From: Silas Halloran-Steiner
Sent: Wednesday, March 07, 2018 11:03 AM
To: Carolina Rook
Cc: Desiree Lundeen; Amy Thorkildson
Subject: RE: Board Consideration: Leave Without Pay

Thanks good catch. It should be 21 throughout!

Silas Halloran-Steiner
Director, Yamhill County Health and Human Services Department
Phone: (503) 434-7523
Cell: (503) 435-7572
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: Carolina Rook
Sent: Wednesday, March 07, 2018 8:58 AM
To: Silas Halloran-Steiner <halloras@co.yamhill.or.us>
Cc: Amy Thorkildson <thorkildsona@co.yamhill.or.us>
Subject: RE: Board Consideration: Leave Without Pay

Silas,
Your suggested language has conflicting number of days. Is the request for 21 days or 27 days?
Thanks.

Carolina Rook
Executive Office Specialist
Yamhill County Board of Commissioner's Office
434 NE Evans Street

Accepted by Yamhill County
Board of Commissioners on
3/15/18 by Board Order
18-78

McMinnville, OR 97128
rookc@co.yamhill.or.us
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Fax: 503-434-7553

From: Silas Halloran-Steiner
Sent: Tuesday, March 06, 2018 7:03 PM
To: Mary Starrett <starrettm@co.yamhill.or.us>; Laura Tschabold <tschabold@co.yamhill.or.us>
Cc: Desiree Lundeen <lundeend@co.yamhill.or.us>; Carolina Rook <rookc@co.yamhill.or.us>; Keri Hinton <hintonk@co.yamhill.or.us>; Lindsey Manfrin <marfrinl@co.yamhill.or.us>; Emily Piper <pipere@co.yamhill.or.us>; Christina Malae <malaec@co.yamhill.or.us>; Amy Thorkildson <thorkildsona@co.yamhill.or.us>
Subject: Board Consideration: Leave Without Pay

Hi Mary and Laura,

Due to medical reasons, I am requesting Board authorization for an additional twenty-one (21) working days of Leave Without Pay (LWOP) for HHS employee #1413 from 3/2/18 through 4/1/18 with an anticipated return to work date of 4/1/18. 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.

Keri/Carolina, please add this onto the Board Agenda for this week, if you have Laura's approval, with the following suggested language:

"Authorize an additional twenty-seven (21) days of Leave Without Pay (LWOP) for employee #1413."

Please let me know if you have any questions.

Thanks,

Silas Halloran-Steiner
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