

Yamhill County

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OFFICE OF HUMAN RESOURCES

DATE: August 29, 2019
TO: Yamhill County Board of Commissioners
FROM: Mikalie Moreno, Risk Manager/HR Analyst *MM*
SUBJECT: HHS Employee Extended Leave Without Pay

ANDREA PAOLA
HUMAN RESOURCES MANAGER
MIKALIE MORENO
RISK MANAGER/HR ANALYST
KATHY ARREOLA
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Due to medical reasons I am requesting Board authorization for an additional twenty-six (26) working days of Leave Without Pay (LWOP) for HHS Adult Behavior Health employee #4190 effective 9/4/19 with an anticipated return to work date of 10/10/19. The nature of the leave is protected under both Family Medical Leave Act and Oregon Family Leave Act however the employee has exhausted their FMLA and OFLA entitlement. I do believe this leave warrants additional LWOP authorization.

Please let me know if you have any questions or need any clarification.

Accepted by Yamhill County
Board of Commissioners on
9/5/19 by Board Order
19-328