



AFSCME Local 1422 and AFSCME-Related 2023 Employee Holiday Schedule

(January - December 2023)

[Distribution approved by Ken Huffer and Christian Boenisch, 11/22/22.]

Except as explained below the County will observe the following paid holidays:

Monday, January 2	-	New Year's Day (observed) **
Monday, January 16	-	Martin Luther King, Jr. Day
Monday, February 20	-	Presidents' Day
Monday, May 29	-	Memorial Day
Monday, June 19	-	Juneteenth Day
Tuesday, July 4	-	Independence Day
Monday, September 4	-	Labor Day
Friday, November 10	-	Veterans Day (Observed)*
Thursday, November 23	-	Thanksgiving Day
Friday, November 24	-	Day after Thanksgiving Day*
Monday, December 25	-	Christmas Day
Tuesday, December 26	-	Christmas Eve (observed)**
1.	Two (2) Floating Personal Holidays - to be used by June 30, 2023.	
2.	One (1) Commissioners' Day.	

**The above listed holidays and additional holiday days are subject to change pending new AFSCME contract.*

Exceptions and Notes

***Union** members employed in the Facilities Maintenance Division, ECF/RTF employees in the Health and Human Services Dept., AMH Residential, and other 24/7 continuous operations divisions will not receive the paid holidays of the day after Thanksgiving Day or Christmas Eve. Instead, they are allowed two additional personal holidays. The personal holidays may be used at the discretion of the employee with the consent of the department head between November 1 and January 31 in the applicable year. Any personal holiday named in this paragraph not taken prior to termination or January 31 of the applicable year, whichever occurs first, is lost. Personal holidays have no cash value.

Note: Union members employed in the District Attorney's office will receive the paid holidays of the day after Thanksgiving Day and Christmas Eve unless notified by the District Attorney that they are needed for office coverage. If that occurs, they are allowed to take the impacted holiday day as an additional personal holiday with the above limitations.

1. **Floating Personal Holidays** may be used at the discretion of the employee with the consent of the supervisor. However, an employee must be employed at least three months before the personal holiday may be used. An employee may elect to take a cash payment equivalent to 8 hours pay per floating personal holiday not taken. In all cases, personal holidays must be taken by the end of each fiscal year (June 30). If not taken by the end of the fiscal year, the personal holiday is forfeited. If no election for a cash payment is made by the employee by the end of the fiscal year, the cash payment is forfeited.

2. **Commissioners' Day** may be taken with the approval of the supervisor either the day before or the Monday after Thanksgiving Day, the day before Christmas Eve or the day after Christmas Day, or the day before or day after New Year's Day except that Union members employed in the District Attorney's Office, Facilities Maintenance Division, and ECF/RTF employees in the Health and Human Services Dept. may take Commissioners' Day as scheduled with the supervisor during the months of November, December, and January. Commissioners' Day is lost if not taken prior to January 31. Commissioners' Day has no cash value.

Note: *Union members that are ECF/RTF employees in HHS, AHM Residential, and other 24/7 continuous operations divisions will observe the holiday on the day of the holiday, except for those holidays that are observed on Mondays. **Whenever a holiday falls on a Sunday, the succeeding Monday will be observed as the holiday. Whenever a holiday falls on a Saturday, the preceding Friday will be observed as the holiday.