



Mendocino County Human Resources Department

Side Letter of Agreement between the County of Mendocino and Mendocino County Department Head Association

November 6, 2024

This Side Letter is entered into between the County of Mendocino and the Mendocino County Department Head Association, collectively referred to as "Parties."

The Parties have resolved meet and confer obligations, and, by this Side Letter, agree to amend the language in the 2023-2026 Department Head Association Memorandum of Understanding, Article 8.1 Bereavement Leave, effective the first full period following approval, as follows:

8.1 Bereavement Leave

Employees who suffer a death in their immediate family may be allowed five (5) days of bereavement leave. The five (5) days may be used non-consecutively within three (3) months ~~thirty (30) days~~ and shall be considered paid leave, up to a maximum of forty (40) hours.

If additional days of leave are necessary, the employee may use accrued leave. Should the employee utilize sick leave hours the amount available shall be sixteen (16) hours per occurrence.

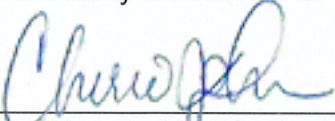
8.1.1 Additional Days

Employees may use an additional two (2) days of accrued leave up to a maximum of 16 hours. Accrued leave for this purpose may be compensatory, personal leave, vacation time, or sick leave. Should the employee not have any such accrued leave, this absence may be considered leave without pay.

8.1.2 Immediate Family

For the purpose of this Section, "Immediate Family" is defined as the employee's spouse, child, stepchild, grandchild, parent, brother, sister, grandparent, domestic partner or spouse's parent, brother, sister or step-parent.

For the County of Mendocino:


Cherie Johnson, HR Director

For the Mendocino County Department Head Association:


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Date: 12/11/24