

Presented by: The Manager
Introduced: 04/24/2017
Drafted by: A. G. Mead

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2797

A Resolution Amending the City and Borough of Juneau Personnel Rules.

WHEREAS, the City and Borough Personnel Rules govern the rights and responsibilities of City and Borough employees, supervisors, and managers; and

WHEREAS, the Personnel Rules must be accurate, internally consistent, and in compliance with state and federal law; and

WHEREAS, the Personnel Rules should reflect modern human resource management practices; and

WHEREAS, from time to time, the Personnel Rules require review and update; and

WHEREAS, the Human Resources / Risk Management Department has reviewed and revised the Personnel Rules to provide clarification and general housekeeping, and to include new policies and procedures.

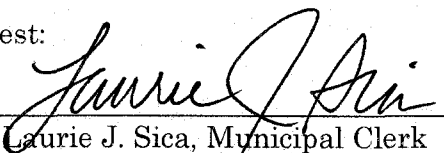
NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

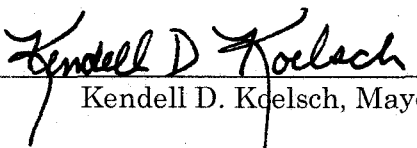
Section 1. Amendment of Rules. That the CBJ Personnel Rules are amended by the revision shown in the attached Exhibit "A".

Section 2. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this 24th day of April, 2017.

Attest:


Laurie J. Sica, Municipal Clerk


Kendell D. Koelsch, Mayor

Resolution No. 2797 - Exhibit A
Effective April 24, 2017

10 PR 120. Overtime Defined.

- (a) ~~Reserved. Except as otherwise provided, all work in excess of 40 hours in a week, excluding those hours already paid at the overtime rate, is paid at the overtime rate.~~
- (b) ~~Reserved. The employer may establish an alternative overtime threshold for fire protection and law enforcement employees under the 7(k) exemption of the Fair Labor Standards Act. Employees subject to the alternative overtime threshold will be notified.~~
- (c) ~~The overtime rate of pay is time and one-half (1 ½) an employee's regular hourly rate of pay. All work in excess of 40 hours in a week, excluding those hours already paid at the overtime rate, is paid at the overtime rate.~~
- (d) All work on a holiday as defined in these Rules is paid at the overtime rate of pay, unless the holiday has been compensated for by an alternate day off or by increased personal leave credit.
- (e) An employee who works 7.5 hours or more without a lunch break of at least 0.5 hour in duration will be paid at the overtime rate for 0.5 hour.
- (f) Overtime pay is available only to an employee paid an hourly rate.
- (g) If an operational exigency causes an employee to work for a period of time such that the employee is unable to achieve sufficient rest before the start of a scheduled shift, a department director is authorized to grant the employee up to eight hours of administrative leave so that the employee receives sufficient rest before reporting to work. A new workday or new work week shall not cause an employee who has not had a sufficient rest period to lose overtime eligibility. "Sufficient rest" is generally defined as 8 hours away from work.

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- (b) The employer may establish an alternative overtime threshold for fire protection and law enforcement employees under the 7(k) exemption of the Fair Labor Standards Act. Employees subject to the alternative overtime threshold will be notified.
- (c) The overtime rate of pay is time and one-half ($1\frac{1}{2}$) an employee's regular hourly rate of pay.
- (d) All work on a holiday as defined in these Rules is paid at the overtime rate of pay, unless the holiday has been compensated for by an alternate day off or by increased personal leave credit.
- (e) An employee who works 7.5 hours or more without a lunch break of at least 0.5 hour in duration will be paid at the overtime rate for 0.5 hour.
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- (g) If an operational exigency causes an employee to work for a period of time such that the employee is unable to achieve sufficient rest before the start of a scheduled shift, a department director is authorized to grant the employee up to eight hours of administrative leave so that the employee receives sufficient rest before reporting to work. A new workday or new work week shall not cause an employee who has not had a sufficient rest period to lose overtime eligibility. "Sufficient rest" is generally defined as 8 hours away from work.