

February 25, 2008

The citizens of Christian County are best served when public offices are open as much as possible. When weather conditions have appeared threatening in past years, decisions regarding closure of offices have been made based on forecasts or expectations that have not always occurred. This revised policy provides guidance for future events.

Unless directed by the County Commission, all County Offices shall be open for business during regularly scheduled hours on all Mondays through Fridays, except holidays. Employees will be expected to report to work and work scheduled hours. In the event of inclement weather, an employee could request permission to leave work for safety reasons. Notwithstanding the foregoing, each elected official may choose to close their office due to inclement weather, after notifying the County Commission. In such an event, employees of such offices may request to be paid using accrued compensatory time or vacation time to make up the hours not worked. Such approval would have to be granted by the appropriate elected official, and would involve a deduction from the employee's bank of accrued compensatory time or vacation time to make up the hours not worked. Should the weather conditions be so severe as to warrant closure of County Offices by vote of the Commission, employees will need to submit requests for use of compensatory or vacation time in order to be paid.

Use of sick leave for weather-related absences is not appropriate and will not be granted.