



# *County of San Diego*

## DEPARTMENT OF HUMAN RESOURCES

### LABOR RELATIONS DIVISION

CARLOS G. ARAUZ, IPMA-CP  
DIRECTOR

1600 PACIFIC HIGHWAY, ROOM 203, SAN DIEGO, CALIFORNIA 92101-2463  
(619) 531-5160 ♦♦♦ FAX (619) 685-2313

**LETTER OF UNDERSTANDING  
BETWEEN THE  
COUNTY OF SAN DIEGO  
AND THE  
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 221, CLC  
(SW UNIT)**

**PANDEMIC ADVANCED CREDIT LEAVE**

---

- I. This attests and records the agreement between the County of San Diego and the Service Employees International Union, Local 221, CLC (SW unit) regarding the advancement of sick leave credit during a pandemic as declared by the Board of Supervisors and/or Chief Administrative Officer.
- II. During a pandemic, as declared by the Board of Supervisors and/or Chief Administrative Officer, employees who are ill with flu like symptoms, as defined by the Centers for Disease Control, and have exhausted all leave balances, may request and shall be advanced up to 80 hours of sick leave per fiscal year. At no time shall an employee have a negative sick leave balance that exceeds the maximum of 80 hours.

The advanced sick leave credits are treated like regular sick leave and can be taken in units of 1/10 of an hour for either the employee or the care of an employee's immediate family member as defined in MOA Article 7, Section 4(c).

Advanced sick leave credits cannot be used in conjunction with Voluntary Time Off.

Once an employee returns to work and begins accruing sick leave, the credit for the new sick leave hours will reduce the negative sick leave balance before any positive hours are credited.

If an employee separates from County Service and is at a negative sick leave balance, the employee will be required to repay the sick leave from their final pay out.

This leave shall not be available to any employee currently on an approved leave of absence.

- III. This provision shall only operative through June 14, 2011, and may be extended by mutual agreement of the parties.
- IV. Upon agreement and ratification by the Service Employees International Union, Local 221, CLC, this provision shall be effective upon the Board of Supervisors' approval and adoption of a Compensation Ordinance revision.

FOR THE COUNTY OF SAN DIEGO:

FOR THE SERVICE EMPLOYEES  
INT'L UNION, LOCAL 221, CLC (SW  
UNIT):

  
\_\_\_\_\_  
SUSAN M. BRAZEAU  
Labor Relations Manager

  
\_\_\_\_\_  
SHARON-FRANCES MOORE  
President

Date: 9-15-09

Date: 9-16-09