

**SUMTER COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE SUMMARY**

**SUBJECT:** Employee Manual revision

**REQUESTED ACTION:** Approve the revision to the Employee Manual to clarify Holiday Pay for Fire Rescue Shift employees (Staff recommends approval)

Work Session (Report Only)    **DATE OF MEETING:** 12/14/2010  
 Regular Meeting                       Special Meeting

**CONTRACT:**  N/A    Vendor/Entity: \_\_\_\_\_  
Effective Date: \_\_\_\_\_    Termination Date: \_\_\_\_\_  
Managing Division / Dept: \_\_\_\_\_

**BUDGET IMPACT:** \_\_\_\_\_  
 Annual                      **FUNDING SOURCE:** \_\_\_\_\_  
 Capital                      **EXPENDITURE ACCOUNT:** \_\_\_\_\_  
 N/A

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**HISTORY/FACTS/ISSUES:**  
The Fire Rescue Division has unique requirements for coverage and has personnel who work a variety of shifts. This revision will clarify Holiday Pay and its impact on overtime computations. This revision would enable consistent application of our policies for ALL Board of Sumter County Commissioners employees. Approving this revision will provide the Fire Rescue Division the ability to more adequately and efficiently meet the needs of the Fire Rescue shift personnel.

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