



MEMORANDUM

Date: April 29, 2020

To: The Honorable Chairman and Members
Pima County Board of Supervisors
Presiding Judge, Superior Court
Elected Officials
Appointing Authorities

From: C.H. Huckelberry
County Administrator

A handwritten signature in black ink, appearing to be "CHH", is written over the printed name "C.H. Huckelberry".

Re: **Extension of César Chavez Remembrance Day Leave**

I am authorizing to extend the timeframe in accordance with Personnel Policy 8-107.D. which employees within the County may observe César Chavez Remembrance Day. Due to the current pandemic related to the COVID-19 outbreak, attendance may result in County departments understaffed. Therefore all staff are given the flexibility to utilize César Chavez Remembrance Day Leave through December 31, 2020.

CHH/lab

c: Jan Leshar, Chief Deputy County Administrator
Cathy Bohland, Director, Human Resources