MEMORANDUM

Date: December 27, 2021

To: The Honorable Chair and Members
    Pima County Board of Supervisors

From: Jan Lesh
    Acting County Administrator

Re: Pima County Personnel Policy 8-107, Special Leaves of Absence with Pay
    F. - Parental Leave

At the Supervisors meeting of December 21, 2021, the Board approved an amendment to
Pima County Personnel Policy 8-107, Special Leaves of Absence with Pay, F. Parental Leave,
which increases the rate of pay at which the employee will be paid from 66 2/3 percent to 100
percent. Section 1 of that policy now reads:

1. Upon approval of the Human Resources Department, eligible employees may be
   granted up to six (6) continuous work weeks of parental leave within the first
   twelve (12) weeks after the birth or adoption of a child. Parental leave will be
   paid at ONE HUNDRED (100) percent of the employee’s regular rate of pay in
   effect at the time the leave commences. Employees may request additional
   leave (beyond the six (6) weeks of parental leave) by applying earned sick leave,
   compensatory time, or annual leave in accordance with Family and Medical
   Leave policy guidelines.

During the discussion it was noted that, based on historical use of Parental Leave, the
estimated cost to Pima County for this increase in the amount paid for Parental Leave will be
approximately $250,000 annually.

There was also a question asked about the cost of increasing the regular rate paid to eligible
employees from the current six (6) weeks provided for Parental Leave to twelve (12) weeks.
Based on historical use of Parental Leave, the estimated cost to increase the period during
which Parental Leave as noted would be approximately $900,000 per year.

JL/dym

c: Carmine DeBonis, Jr., Deputy County Administrator for Public Works
    Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer,
    Health and Community Services
    Cathy Bohland, Director, Pima County Human Resources
    Michelle Campagne, Director, Pima County Finance & Risk Management