



---

# MEMORANDUM

---

Date: December 27, 2021

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

From: Jan Leshner   
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  $66\frac{2}{3}$  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