



**WHATCOM COUNTY
EXECUTIVE ORDER 2018-03**

LEAVE SHARING PROGRAM

WHEREAS, the Washington State legislature passed a new paid sick leave law beginning in January 1, 2018 which expands allowable uses of sick leave to promote public health, family stability, and economic security; and

WHEREAS, Whatcom County has established leave sharing programs to allow non-probationary, regular employees to donate some accrued sick leave and vacation leave, or Paid Time Off (PTO) to employees who have exhausted their accruals; and

WHEREAS, Whatcom County desires to simplify and consolidate the leave sharing programs for consistency with new provisions of state law;

NOW, THEREFORE, BY virtue of the power vested in me by the home rule charter for Whatcom County, I hereby order the rescission of the following Executive Orders:

96-03	Update of Procedures Regarding Sick Leave Sharing Program
97-02	Update of Procedures Regarding Sick Leave Sharing Program
04-04	Compassionate Leave (trial period only)
04-08	Compassionate Leave (rescinded by 05-08)
05-08	Compassionate Leave Program (rescinded by 07-02)
07-02	Compassionate Leave Program
11-03	Compassionate Leave Program (PTO)

BE IT FURTHER ORDERED that the policy of Whatcom County pursuant to leave sharing shall be as follows:

Regular, non-probationary employees may voluntarily donate up to **24 hours of sick leave** accruals and up to **24 hours of vacation leave** accruals, OR up to **48 hours of Paid Time Off (PTO)** leave accruals in a calendar year to a regular employee who has exhausted all accrued leave and who is not eligible for workers compensation for absences due to:

- Illness (mental or physical), injury, or health condition, and for preventive care.
- Care for a family member's illness (mental or physical), injury, or health condition, and for preventive care.
- Public health closures of County facilities or a dependent's school or care facility.
- Domestic violence, sexual assault, or stalking.

The County will verify the absence is for a covered purpose.

DATED this 12th day of April, 2018



Jack Louws, Whatcom County Executive