



Gregory J. Swain, County Attorney

MEMORANDUM

To: Members, Anne Arundel County Council

From: Lori L. Blair Klasmeier, Deputy County Attorney /s/

Via: Gregory J. Swain, County Attorney /s/

Date: November 1, 2021

Subject: Bill No. 97-21 – Personnel – Benefits – Annual Leave

Legislative Summary

This summary was prepared by the Anne Arundel County Office of Law for use by members of the Anne Arundel County Council during consideration of the attached bill, which would extend the use of annual leave carried over by County employees.

Background. County employees accrue annual leave in accordance with § 6-1-302 of the County Code over a “pay period calendar year”, which consists of 26 two-week pay periods. Pay period calendar year 2021 began on December 24, 2020, and ends on December 22, 2021. Pay period calendar year 2022 begins on December 23, 2021. At the end of a pay period calendar year, an employee who accumulates leave under § 6-1-302 is permitted to carry over up to 35 days (280 hours) of annual leave into the next pay period calendar year. For non-represented employees and certain represented employees, any excess accrued leave is converted to disability leave (§ 6-1-303(m) of the County Code). For all other employees, any accumulated annual leave in excess of 35 days is “lost”.

Because of the restrictions on travel amid the continuing global pandemic, because it has been unsafe for County employees and their families to travel or gather socially, and because County employees may have had to work longer and harder because of challenges presented by the COVID pandemic, County employees who were credited with annual leave under § 6-1-302 of the County Code for pay period calendar year 2021 may not have had opportunities to use accrued leave in excess of 35 days during that pay period calendar year.

Purpose. The purpose of the Bill is to allow County employees who accrue and accumulate leave under § 6-1-302 of the County Code that have more than 35 days of accumulated

Note: This Legislative Summary provides a synopsis of the bill as introduced. It does not address subsequent amendments to the bill.

annual leave at the end of pay period calendar year 2021 to carry over and use part of the excess leave into pay period calendar year 2022.

The Bill.

SECTION 1 of the bill is uncodified and allows employees who accrue and accumulate leave under § 6-1-302 of the Code to use leave accumulated up through pay period calendar year 2021 during the first pay period (December 23, 2021, through January 5, 2022) of pay period calendar year 2022.

SECTION 2 of the Bill is also uncodified and allows employees who accrue and accumulate leave under § 6-1-302 of the Code to carry over 40 days of accumulated leave into pay period calendar year 2022. The 40 days shall be calculated based on the accumulated annual leave as of December 22, 2021, less any leave used during the first pay period of pay period calendar year 2022.

SECTION 3 provides that the bill is retroactive to pay period calendar year 2021.

SECTION 4 provides that the bill takes effect 45 days after it becomes law.

The Office of Law is available to answer any additional questions regarding this bill. Thank you.

cc: Honorable Steuart Pittman, County Executive
Kai Boggess-deBruin, Chief of Staff
Matthew Power, Chief Administrative Officer
Peter Baron, Legislative Liaison
Chris Trumbauer, Budget Officer
Anne Budowski, Personnel Officer