

MONTEREY PENINSULA REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING

DATE: December 6, 2023
TO: Board of Directors
FROM: Shuran Parker, Administrative Services Manager
REVIEWED BY: Rafael Payan, General Manager
SUBJECT: Approval of Revised Paid Sick Leave Policy

SUMMARY:

For Board review and approval is the revised Sick Leave policy (**ATTACHMENT 1**) based on upcoming changes to the California Labor Code (**ATTACHMENT 2**).

FISCAL IMPACT:

There is no immediate fiscal impact associated with approving this revised policy; part-time employee accrual rates will, however, be increased from 3 to 5 days on January 1, 2024.

FUNDING SOURCE:

Not applicable

FUNDING BALANCE:

Not applicable

DISCUSSION:

On October 4, 2023, Governor Gavin Newsom signed California Senate Bill (SB) 616 into law, which expands sick leave rights and revises sections 245.5, 246, and 246.5 of the Labor Code, essentially providing a minimum of 5 days or 40 hours of paid sick leave, effective January 1, 2024. The changes only affect District part-time employees, as full-time staff already accrue more than this amount higher than this minimum mandate.

The draft policy, in tracked-changes format includes revisions to our current Sick Leave policy, needed as a result of the new provisions and also removes references to COVID-19 related emergency medical leave, which has expired (**ATTACHMENT 3**). The policy revisions were provided by the law firm, Atkinson, Andelson, Loya, Ruud & Romo (AALRR).

RECOMMENDED ACTION:

Staff asks the Board to review and approve the legally vetted, revised policy, as presented.

ATTACHMENTS:

1. [Draft Revised Paid Sick Leave Policy](#)
2. [Copy of SB 616](#)
3. [Paid Sick Leave Policy, redlined](#)