



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTOR STAFF REPORT**

AGENDA TITLE: Add newly Observed Holiday – Juneteenth National Independence Day to Policy Instruction 110 – Personnel Policies.

MEETING DATE: June 28, 2021

PREPARED BY: Ms. Lauren Tapia, Human Resources Manager

RECOMMENDED ACTION: Approve by consent, the addition of the new Federal holiday, Juneteenth, to the list of Observed Holidays on Policy Instruction 110 – Personnel Policies.

DISCUSSION: The Truckee Tahoe Airport follows the list of observed Federal Holidays. On June 18, 2021, President Biden officially proclaimed June 19, 2021, as Juneteenth Day of Observance, and signed the Juneteenth National Independence Day Act into law. Juneteenth celebrates the anniversary date of the June 19, 1865, announcement of General Order No. 3 by Union Army general Gordon Granger, proclaiming freedom for slaves in Texas, which was the last state of the Confederacy with institutional slavery. Staff requests the Board of Directors to add Juneteenth to the District’s list of observed holidays outlined in Policy Instruction 110 Personnel Policies. With the addition of this Holiday Federal employees receive 12 paid holidays including, New Years Day, Birthday of Martin Luther King Jr., Inauguration Day, Presidents Day, Memorial Day, Juneteenth National Independence Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Christmas Day.

The District currently observes 11 paid holidays as follows:

HOLIDAY	OBSERVED
<i>New Year’s Day</i>	<i>January 1st</i>
<i>Martin Luther King Day</i>	<i>Third Monday in January</i>
<i>President’s Day</i>	<i>Third Monday in February</i>
<i>Memorial Day</i>	<i>Last Monday in May</i>
<i>Independence Day</i>	<i>July 4th</i>

<i>Labor Day</i>	<i>First Monday in September</i>
<i>Columbus Day</i>	<i>Second Monday in October</i>
<i>Veterans' Day</i>	<i>November 11th</i>
<i>Thanksgiving</i>	<i>Last Thursday in November</i>
<i>Day After Thanksgiving</i>	<i>Last Friday in November</i>
<i>Christmas Day</i>	<i>December 25th</i>

As an additional option the Juneteenth Holiday could replace an existing Holiday such as Columbus Day or the Day After Thanksgiving at the Board's discretion.

FISCAL IMPACT: 8 hours of paid time off at employee's updated COLA rate of pay is \$9,037.35.

CONSENT MOTION: I move to approve the addition of the new Federal holiday, Juneteenth, to the list of Observed Holidays on Policy Instruction 110 – Personnel Policies as attached.

ATTACHMENTS:

Amended PI 110 Personnel Policies