

RESOLUTION NO. 2016 – _____

A RESOLUTION AMENDING THE AGENCY’S PERSONNEL POLICY MANUAL PERTAINING TO VACATION LEAVE NOTIFICATION FOR THE EXECUTIVE DIRECTOR.

WHEREAS, the Board of Directors of the Lorain Port Authority have discovered the need for revision to the Vacation Leave Notification it is the desire of the Board of Directors of the Lorain Port Authority to provide a cash conversion of Vacation Leave Benefits Policy for Agency Personnel; and

WHEREAS, the Board of Directors of the Lorain Port Authority desire to amend the Vacation Leave Notification Policy for the Executive Director.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Lorain Port Authority:

SECTION I. That the Agency Vacation Leave Notification Policy as stipulated in:

(Current Policy)

“Leaves
Vacation”

which reads as follows:

“Vacation shall be arranged with the Executive Director and confirmed by him/her in advance. In the case of the Executive Director, vacation shall be arranged and confirmed by the ByLaws and Personnel Committee.

Be amended as follows:

(Revised Policy)

“Vacations shall be arranged with the Executive Director and confirmed by him/her in advance. In the case of the Executive Director, the Executive Director shall advise the Chairman, Vice Chairman, or in their absence the Chairman of the ByLaws and Personnel Committee of his/her intent to utilize vacation or personal leave.”

SECTION III. It is found and determined that all formal proceedings and actions of this Board concerning and relating to the passage of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22, of the Ohio Revised Code.

Ayes:

Nays:

Abstain:

Adopted:

Carl Nielsen, Chairman

Richard M. Novak, Executive Director