

**HARDIN COUNTY FISCAL COURT  
RESOLUTION NO. 2012-076**

**BE IT RESOLVED**, upon recommendation of Judge/Executive Harry L. Berry, with the concurrence of the Resources and Community Support Committee, to make the following additions to the Hardin County Personnel Policy and Procedures Handbook:

1. CHAPTER 5: BENEFITS, Section I: Vacation Time:

- H. All accrued vacation time shall be exhausted before any employee can request time off without pay if the employee does not meet the eligibility requirements for Family Medical Leave Act (FMLA) leave. Unpaid leave time can be approved at the discretion of the Department Head.

2. CHAPTER 5: BENEFITS: Section II: Sick Leave

- I. All accrued sick time must be exhausted before any employee can request time off without pay if the employee does not meet the eligibility requirements for Family Medical Leave Act (FMLA) leave. Unpaid leave time is to be approved at the discretion of the Department Head.

**ADOPTED**, by the Hardin County Fiscal Court in its regular meeting on 22 May, 2012.

  
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Harry L. Berry  
Hardin County Judge/Executive

ATTEST:

  
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Kenneth L. Tabb  
Hardin County Clerk