Fringe Benefits Committee Meeting
Tuesday, October 22, 2013

Present: Josh Lehman, Roger Long, Ricardo Castillo, Marty McCoy

Meeting Focus: Discuss incentivizing sick leave and clarifying shared leave policy.

Items Discussed:
Cameron Sick Leave Policy
Cameron Shared Leave Policy
OU Sick Leave Policy
LPD Sick Leave Policy

Cameron Sick Leave Policy:

- Employee accrues 12 hours per month (18 days per year) with a maximum accrual of 1440 hours (180 days). No variation for term of service.

Cameron Annual Leave Allowance:

CLASSIFIED STAFF
- 80 hours (10 days) per year for 1-5 year employees
- 96 hours (12 days) per year for 6-10 year employees
- 120 hours (15 days) per year for 10+ year employees
  Maximum accrual – 2 years of annual leave

ADMINISTRATIVE/PROFESSIONAL STAFF
- 160 hours (20 days) per year. No variation for term of service
  Maximum accrual – 320 hours (40 days)

Cameron Shared Leave Policy:

- Only annual leave is allowed to be donated to the shared leave pool.
- People are allowed to donate shared leave to a specific person.

OU Leave Policy:

OU leave policy is a combination of all leave in a PTO (Paid Time Off) leave system where the employee accumulates leave on the following scale:

- 27 days per year for 1-5 year employees
- 30 days per year for 6-10 year employees
- 33 days per year for 10+ year employees

- PTO can be used for whatever the employee needs time off for, vacation or sick leave. PTO maximum accrual is 336 hours (42 days). Anything above this amount goes in to the employee’s ESL (Extended Sick Leave) account to be used after an employee has been out sick for 5 days. There is no cap on the ESL that can be accumulated.
Employees who retire or resign can cash out their PTO up to the maximum 42 days accrued. Employees who are terminated forfeit all leave.

More than a dozen other schools were surveyed; OU is the only one that handles leave this way. All the rest separate annual leave and sick leave. No other school pays for unused sick leave.

Lawton Police Department Sick Leave Policy

- Based on a contract bargained agreement LPD will be paid after accrual of 576 sick leave hours at a rate of 2.5% their hourly rate for hours accrued above and beyond the 576 hours. This will be paid annually the first of December.