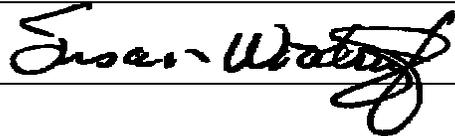




**AMENDMENTS TO THE PERSONNEL REGULATIONS
FOR THE COUNTY OF FAIRFAX, VIRGINIA**

TO:	Department Heads, HR Managers and Payroll Contacts	DATE May 29, 2009
FROM:	Susan Woodruff Human Resources Acting Director	
SUBJECT:	Personnel Regulations Update	
TRANSMITTAL NO.: 1 - 2009	BOARD APPROVAL DATE: May 18, 2009 Revisions to Chapter 4, 10 and Addendum to 17	

On May 18, 2009 the Board of Supervisors approved revisions to Chapters 4 of the Personnel Regulations that modify eligibility requirements for proficiency pay. Revisions to Chapter 10 expand family medical leave. Changes to Addendum to Chapter 17 clarify procedures for assigning panel to civil service commission appeal hearings

Chapter 4 – Public Safety Proficiency Pay (Section 4.10 and Section 4.11)

The minimum requirement to move to the master officer level and receive the associated proficiency pay has been reduced from seven to five years for Police Officer II, Deputy Sheriff II and Fire Technician. This change is intended to increase the number of qualified candidates and thereby increasing competitiveness for proficiency pay.

Revision to Chapter 10 – Family Medical Leave (Section 10.22)

Language has been added include the new leave entitlements for military families: qualifying exigency leave and military caregiver leave as amended in the federal regulation of Family and Medical Leave of 1993 effective January 16, 2009. Qualifying exigency provides an eligible employee who has a spouse, son or daughter, parent or parent-in-law in the National Guard or Reserves to take family leave due to a qualifying exigency resulting from the covered family member's active military duty or call to active duty status in support of a contingency operation. Military caregiver is leave taken by an eligible employee to care for a covered servicemember with a serious injury or illness.

Chapter 17 – Addendum 1 modifies the process on how panels will be assigned to hearings. The changes permit random selection of panel members as need to conduct appeal hearings. In response to concerns raised by the Employees.