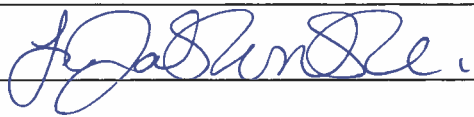




AMENDMENTS TO THE PERSONNEL REGULATIONS
FOR THE COUNTY OF FAIRFAX, VIRGINIA

TO:	Department Heads, HR Managers, and Payroll Contacts	DATE:	September 24, 2024
FROM:	Linnaea Jablonski, Human Resources Director		
SUBJECT:	Personnel Regulations Update		
TRANSMITTAL NO.:	1-2024	BOARD APPROVAL DATE:	September 24, 2024
		Revisions to Chapters 1 - 17	

On September 24, 2024, the Board of Supervisors approved revisions to the Fairfax County Personnel Regulations. The Personnel Regulations revisions are retroactive to the date the Collective Bargaining Agreements took effect, July 1, 2024.

The following verbiage was added to Chapters 1 – 17:

To the extent that any provisions of these Regulations conflict with the terms of a Collective Bargaining Agreement (CBA) in effect between the County and an exclusive bargaining representative, the terms of the CBA shall control.

The following summarizes additional changes, by chapter:

Chapter 1 - Authority and Scope of Fairfax County Merit System Ordinance and Personnel Regulations

- Section 1.12 - Collective Bargaining Agreements – added the entire section as the following on Page 1-5:

To the extent that any provisions of these Regulations conflict with the terms of a Collective Bargaining Agreement (CBA) in effect between the County and an exclusive bargaining representative, the terms of the CBA shall control.

Chapter 2 - Definitions

- Added the definitions for Collective Bargaining Agreement and for Collective Bargaining. Page 2-3.

Chapter 4 - Transfers, Promotions, Demotions

- Section 4.5 - Longevity Pay Increments - revised provisions concerning longevity pay increments for Pay Plan C (Sheriff's Deputies) and Pay Plan O (Uniformed Police Officers), consistent with the Collective Bargaining Agreement with the Police Bargaining Unit and the FY2025 Budget. The current Regulation provides longevity increment increases to all public safety employees after 15, 20, and 25 years of service and reaching the top step in grade, subject to available funding. Under the revisions, public safety employees in the C-Plan and O-Plan would receive longevity increment increases after 10, 15, 20, and 25 years of service. Public safety employees in Pay Plan P would receive longevity increment increases after 15, 20, and 25 years of service. All

increases still require employees to reach the top in step in grade and are subject to available funding. Pages 4-4 and 4-5.

- Section 4.8.1 - Pay Rate in Promotion, Demotion, Reallocation of Position or Transfer - Public Safety Employees - clarified language to reflect current practice concerning pay rate when a public safety position is filled by promotion. Page 4-7.
- Section 4.8-5 - Pay Rate in Promotion, Demotion, Reallocation of Position or Transfer - Public Safety Employees - clarified language to reflect current practice concerning pay rate upon upward reclassification or reallocation of a public safety position, and the elimination in FY2017 of the Public Safety 2-year step hold at Step 8. Page 4-8.
- Section 4.9 - Pay Rate in Promotion, Demotion, Reallocation of Position or Transfer - Police Officers, Deputy Sheriffs and Animal Protection Police Officers - concerning pay rate in cases of promotion for Police Officers, Deputy Sheriffs, and Animal Protection Police Officers, was removed. This is due to the consolidation, in FY 2024, of the Police Officer I and II ranks into a single Police Officer rank and the Animal Protection Police Officer I and II ranks into a single APPO rank. The Deputy Sheriff I and II ranks were consolidated as of July 1, 2024. Page 4-8.
- Section 4.11 - (renumbered as Section 4.10) - Allowances Granted Deputy Sheriffs - revised language to apply to all Deputy Sheriffs, due to the consolidation of the Deputy Sheriff I and Deputy Sheriff II ranks and replaced the wording “within grade” with “step” to reflect the current practice concerning allowances granted to Deputy Sheriffs. Page 4-8 and 4-9.
- Sections 4.12 - 4.15 renumbered to reflect the removal of current Section 4.9. Pages 4-10 – 4-17.

Chapter 6 - Certification and Eligible Lists

- Section 6.1-2 – Definitions and 6.3-2 - Duration of Certification Lists and Eligibility of Individuals - corrected formatting. Pages 6-1 and 6-2.

Chapter 7 - Certification and Appointment

- Section 7.2-1 - Status of Employees and Positions - added appropriate punctuation. Page 7-1.

Chapter 8 - Transfers, Promotions, Demotions

- Section 8.3-3(b) - Acting Capacity Promotion - corrected spacing between words. Page 8-3.

Chapter 10 – Leave

- Section 10.34(l) – Holiday Leave - updated Christmas Eve from half-day to a full-day holiday for all merit employees. Page 10-19.
- Section 10.36-2(f) - Administrative Leave - updated language to reflect the revised process of awarding length of service administrative leave once the employee has qualified for the length of service award, instead of in the year after the employee has qualified for the length of service award. Pages 10-21.