



**Scott O. Arneson**  
County Administrator  
Goodhue County

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09/20/2022

To: Board of Commissioners

From: Scott Arneson

County Administrator

Re: Policy Changes

The Personnel Policy Committee met on September 6<sup>th</sup>, 2022 to discuss changes to our observed holidays, the County's Comprehensive Civil Rights Plan and section 7.3 - VACATION LEAVE in the personnel policy. All recommendations presented to the Committee were accepted. Additionally, the Management team meeting met on September 12<sup>th</sup>, 2022 to discuss and approve the changes.

## 1. Indigenous Peoples' Day Interim Policy

### a. Background

- i. It has been requested that Goodhue County move from the recognized holiday of Columbus Day to Indigenous Peoples' Day. The County Board of Commissioners recognizes the importance of this change, has begun this change through labor negotiations, and then will formalize it through county policy. All six labor groups have had discussions about this change. One labor agreement has been ratified and approved effective January 1, 2023 with the anticipation of all groups ratifying the same change with the same effective date.

### b. Purpose and Scope

- i. The purpose of the Indigenous Peoples' Day policy is to change the holiday observed by Goodhue County employees on the second Monday of October

## **GOODHUE COUNTY BOARD OF COMMISSIONERS**

LINDA FLANDERS  
1<sup>st</sup> District  
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Red Wing, MN 55066

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10679 375<sup>TH</sup> St. Way  
Cannon Falls, MN 55009

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3<sup>rd</sup> District  
46804 Hwy 57 Blvd  
Wanamingo, MN 55992

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
30133 Lakeview Ave  
Red Wing, MN 55066

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from Columbus Day to Indigenous Peoples' Day. The Indigenous Peoples' Day policy is a temporary change and applies only to October 10, 2022 with a permanent change effective January 1, 2023. For 2022, employees will adhere to their most applicable County Policy or labor agreement for pay and benefits for this holiday.

- c. Staff recommendation
  - i. Staff recommends the county board change the holiday observed by Goodhue County employees on the second Monday of October from Columbus Day to Indigenous Peoples' Day on an interim basis effective October 10, 2022 and to a permanent basis effective January 1, 2023.

## 2. Comprehensive Civil Rights Plan

- a. Removes mention of County Administrator as complaint contact
- b. Installs one HR Manager as the Civil Rights Contact and the other as the ADA contact
- c. Adds option to file with County Attorney if complaint involves HR managers
- d. Removes taped cassettes as a disability arrangement given the County does not have this capability

## 3. Vacation Utilization

- a. Background
  - i. Currently new hires are able to accrue but not utilize vacation time for the six months of their employment. This has caused inflexibility for new employees.
- b. Staff recommendation
  - i. Newly hired employees will earn vacation benefits calculated from the day of employment. Once earned, vacation can be used at any time during the probationary period, subject to supervisor's approval.
  - ii. All employees are encouraged to maintain sufficient vacation balance to account for unforeseen time off needs.

It is the recommendation of staff to change the holiday observed on the second Monday of October to Indigenous Peoples' Day for the interim in 2022 and permanent following. It is also the recommendation of staff to approve the changes made in the County's Comprehensive Civil Rights Plan and the Personnel Policy.



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Goodhue County Administrator

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