



County of Lake

State of California

Side Letter Agreement with the Lake County Employees Association (LCEA) Unit 3, 4 and 5 Regarding Amendment to the October 21, 2021 – June 30, 2025, MOU.

Due to recent changes to bereavement leave under the California Family Rights Act, section 4.4 Bereavement Policy must be updated to clarify Bereavement Leave under CFRA and Paid Bereavement Leave under the LCEA and the County.

To achieve these changes, the LCEA and the County agree that effective January 1, 2023 Section 4.4 of the LCEA October 21, 2021 – June 30, 2025 MOU shall be adjusted as follows:

4.4 BEREAVEMENT POLICY

Permanent employees, including probationary employees, are eligible for five (5) days of **unpaid** bereavement leave under CFRA for deaths of an immediate family member and shall receive **paid** bereavement leave as follows:

1. For bereavement leave that requires less than 500 miles, employees shall receive twenty-four (24) hours of paid bereavement leave and may use accruals to cover the remaining sixteen (16) hours to reach forty (40) hours or five (5) days of unpaid CFRA bereavement leave.
2. For bereavement leave that requires more than 500 miles of travel, employees shall receive forty (40) hours of paid bereavement leave. The travel distance shall be computed using the employees residence as the starting point and the site of the memorial or funeral as the end point.

Paid bereavement leave is available due to the death of the following family members:

- Parent or stepparent
- Sibling or stepsibling
- In-Law: mother-in-law, father-in-law, grandfather-in-law, grandmother-in-law, son-in-law, daughter-in-law, sister-in-law, brother-in-law
- spouse, registered domestic partner
- Child, stepchild, adopted child, foster child
- Grandchild
- Grandparent
- Aunt or uncle
- Niece or nephew
- Any person residing in the immediate household of the employee at the time of death

Paid bereavement leave and CFRA unpaid bereavement leave is not subject to accrual, can be used intermittently or consecutively and must be used within three months of the family member's death.

Paid bereavement leave and CFRA unpaid bereavement leave is unlimited and is available to employees upon the death of each covered family member.

The county is prohibited from discriminating against an employee for exercising the use of bereavement leave.

The County of Lake reserves the right to request verification of death and travel necessity.

This side letter shall apply to the current MOU and any successor agreements and shall continue until such time as either:

- 1) A successor MOU is ratified by both the County and LCEA; or
- 2) The County and LCEA agree to amend the applicable sections of the current MOU, whichever is sooner.

COUNTY OF LAKE

LAKE COUNTY EMPLOYEE
ASSOCIATION

Jessica Pyska
Jessica Pyska (Oct 25, 2023 11:37 PDT)

Chairman,
Board of Supervisors

Adrian Just
Adrian Just (Oct 10, 2023 06:28 PDT)

LCEA President



Carl F. Carr, Jr.
Carl F. Carr, Jr. (Oct 10, 2023 09:18 PDT)

LCEA Representative

ATTEST: SUSAN PARKER

SUSAN PARKER
Clerk to the Board of Supervisors

APPROVED AS TO FORM:

LLOYD GUINTIVANO
County Counsel

By: Johanna DeLong
Johanna DeLong (Oct 24, 2023 14:32 PDT)

[Signature]












Bereavement Leave Side Letter - LCEA

Final Audit Report

2023-10-10

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