

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**FROM:** Supervisors Stone and Jeffries      **SUBMITTAL DATE:** November 27, 2013

**SUBJECT:** REQUIRE EVERY DEPARTMENT to ACCOUNT for CUMULATIVE TIME (R.E.D.A.C.T.)

**RECOMMENDED MOTION:**

**Motion:** Direct the Executive Office to:

- 1) Analyze the process used by other counties, as well as large private sector businesses, regarding the accumulation of leave time.
- 2) Re-evaluate the county policy of automatic severance pay at time of retirement or dismissal.
- 3) Analyze the possibility of a new policy requiring all Departments to document the accrual and use of "annual leave" on a quarterly basis

**BACKGROUND:**

**Background:** Riverside County, in recent instances, has paid out large sums of money to some persons who have retired, been dismissed, or left county employment for various reasons. These persons have received large payouts pursuant to agreements, MOU's, or resolutions relating to the accumulation of "annual leave", which is designed to compensate for large amounts of extra time worked. Annual leave is also used for vacation time off and for sick days. In many cases these awards have been for thousands of accumulated hours of "annual leave", amounting to hundreds of thousands of dollars. To promote accountability in the way these accumulated hours are documented and tracked, we are asking for a more definitive process for department heads to insure that annual leave time that is used for vacation or time off is verified, monitored and tracked.

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Jeff Stone  
Supervisor, Third District

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Kevin Jeffries  
Supervisor, First District