

## Carolina Rook

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**From:** Silas Halloran-Steiner  
**Sent:** Monday, May 14, 2018 2:54 PM  
**To:** Mary Starrett; Laura Tschabold  
**Cc:** Desiree Lundeen; Keri Hinton; Carolina Rook; Christina Malae; Emily Piper; Lindsey Manfrin  
**Subject:** Board Consideration: Additional Leave Without Pay for Employee 1413

Hi Mary and Laura,

Due to medical reasons, I am requesting Board authorization for an additional twenty-five (25) working days of Leave Without Pay (LEOP) for HHS employee #1413 from 5/4/18 through 6/8/18. While the nature of the leave is protected under Family Medical Leave Act or Oregon Family Leave Act, the employee has exhausted the protected leave available to them under these entitlements. The employee hopes to return at the conclusion of the medical treatment once their physician has cleared them.

Keri/Carolina, with Laura's approval please add this onto the Board Agenda for this week with the following suggested language:

"Authorize Leave Without Pay (LWOP) for employee #1413 from 5/4/18 to 6/8/18."

Please let me know if you have any questions.

Thanks,

Silas Halloran-Steiner  
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Our Mission: To promote the public's physical, emotional and social well-being through services, prevention, education, and partnerships.



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Accepted by Yamhill County  
Board of Commissioners on  
5/15/18 by Board Order  
# 18-154