

# Yamhill County

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## OFFICE OF HUMAN RESOURCES

**DATE:** 11/25/2025  
**TO:** Yamhill County Board of Commissioners  
**FROM:** Megan Marasco, HR Generalist  
**SUBJECT:** Employee Extended Leave Without Pay

**PATRICIA ROJAS**  
HUMAN RESOURCES DIRECTOR  
**MIKALIE J. MORENO, MBA**  
ASSISTANT HR MANAGER/RISK  
MANAGER  
**MEGAN MARASCO**  
HUMAN RESOURCES GENERALIST  
**KRISTA STIEBER**  
HUMAN RESOURCES SPECIALIST  
**NICOLE BORRAYO**  
HR ASSISTANT

I am requesting Board authorization for Leave Without Pay (LWOP) for employee #1596 effective 11/27/2025 with an anticipated end date of 1/19/2026. The nature of the leave is protected under both Family Medical Leave Act (FMLA), and Paid Leave Oregon (PLO) however, the employee has exhausted their FMLA, and PLO entitlement. I do believe this leave warrants additional LWOP authorization.

Please let me know if you have any questions or need any clarification.

Approved by the Yamhill County Board of  
Commissioners on 12/04/2025  
via Board Order 25-378