

ORDINANCE NO. 181780

An ordinance amending Los Angeles Administrative Code Sections 4.244 and 4.246 to provide consistency among the provisions pertaining to the computation of deductible absences in determining vacation credits, subsequent to the repeal of Ordinance No. 172,175.

**THE PEOPLE OF THE CITY OF LOS ANGELES  
DO ORDAIN AS FOLLOWS:**

Section 1. Section 4.244 of the Los Angeles Administrative Code is amended in its entirety to read as follows:

**Sec. 4.244. Definitions.**

The words and terms defined in this section shall have the following meanings as used in this Article.

- (a) **“City Service”** or **“Service with the City”** means employment in any position with the City of Los Angeles, or any of its departments, bureaus or offices, including any department having control of its own funds.
- (b) **“Employee”** means any person employed in City service, except those excluded by Section 4.256 of this Article, and includes officers of the City.
- (c) **“Service year”** means each period of twelve (12) consecutive months and 2,080 regular paid hours (non-overtime) of employment following an employee's entrance or re-entrance into service with the City including any of its departments, or between any two anniversaries of such entrance or re-entrance, subject to deductions for absences as provided in Section 4.246 of this Article.
- (d) **“Year of Service”** means an aggregate period of twelve (12) months and 2,080 regular paid hours (non-overtime) for which an employee has earned vacation credit, subject to deductions for absences as provided in Section 4.246 of this Article.
- (e) **“Qualifying year”** for a full time employee means the first period of twelve (12) consecutive months and 2,080 regular paid hours (non-overtime) of service for the City, after entrance or re-entrance into City service, subject to deductions for absences as provided in Section 4.246 of this Article.
- (f) **“Full Pay”** means the amount of pay an employee would receive for the period during which the employee is away on vacation, if the employee worked the days and hours prescribed for the position. Overtime pay shall not be included in such determination.

(g) A half-time employee's qualifying year means the first period of twelve (12) consecutive months of service during which the employee was compensated for at least 1,000 hours.

Sec. 2. Section 4.246 of the Los Angeles Administrative Code is amended in its entirety to read as follows:

**Sec. 4.246. Deductible Absences.**

In computing the accrual of monthly vacation credits, as provided herein, deduction shall be made for:

1. All absences without leave.
2. That portion of absences in excess of:
  - (a) An aggregate of 240 hours in any one service year, on leave for reasons personal to the employee.
  - (b) An aggregate of 720 hours sick leave in any one service year.
  - (c) An aggregate of 720 hours cumulating all absences on sick leave and all absences personal to the employee in any one service year.
3. All uncompensated absences in excess of 360 hours of uncompensated time off during any one service year.
4. All periods during any service year in which an employee is an intermittent employee as defined by Section 4.110(b) of this Code.

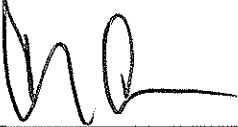
Provided, that no period of absence on leave with pay for the performance of ordered military duty shall be considered an absence for the purpose of this Article.

Sec. 3. This ordinance shall be operative upon publication, pursuant to Charter Section 252(g).

Sec. 4. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

I hereby certify that this ordinance was passed by the Council of the City of Los Angeles, at its meeting of JUN 29 2011.

JUNE LAGMAY, City Clerk

By   
Deputy

Approved JUL 08 2011

  
Mayor

Approved as to Form and Legality

CARMEN A. TRUTANICH, City Attorney

By ZNA Portlock Houston (TBE)  
ZNA PORTLOCK HOUSTON  
Senior Assistant City Attorney

Date 6/23/11

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