

RESOLUTION

WHEREAS, it is the recommendation of the Education & Employment and Tribal Government Committees to enact the following amendments to the Employee Policy Manual (EPM) effective immediately upon CBC approval. To correct the Native American Day to the 4th Friday of September.

THEREFORE, BE IT RESOLVED, that we, the Colville Business Council, meeting in a **SPECIAL SESSION** this **24th day of August, 2023** acting for and on behalf of the Confederated Tribes of the Colville Reservation, Nespelem Washington, do hereby approve the above recommendation of the Education & Employment And Tribal Government Committee.

The foregoing was duly enacted by the Colville Business Council by a vote of **10 FOR 0 AGAINST 0 ABSTAINED**, under authority contained in Article V, Section 1(a) of the Constitution of the Confederated Tribes of the Colville Reservation, ratified by the Colville Indians February 26, 1938, and approved by the Commissioner of Indian Affairs on April 19, 1938.

ATTEST:



Jarred-Michael Erickson, Chairman
Colville Business Council

cc: Alison Boyd-Ball, Committee Chair
Deanna James, Committee Secretary
Cody Desautel, Executive Director
William Nicholson II, Chief Financial Officer
Dept. or Program: HR - Human Resources



3.1 Holidays

- 3.1.1 All full-time employees are eligible to receive paid holidays; seasonal employees are eligible for paid holidays within their work season; part-time are eligible for paid holidays which fall on their usual work schedule; short notice and temporary employees are not eligible to receive paid holidays even if they have qualified to receive health care benefits under applicable law.
- 3.1.2 Holidays will be observed on the day recognized as a holiday by the United States Government. If a holiday falls on an employee's regularly scheduled day off, the holiday will be observed on the next scheduled workday.

New Year's Day	January 1
Martin Luther King Day	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19
CTCR Executive Order	Observed July 3
Independence Day	July 4
Labor Day	1 st Monday in September
Native American Day	4 th Friday in September
Indigenous People's Day	2 nd Monday in October
Veteran's Day	November 11
Thanksgiving	4 th Thurs. & Fri. in November
Christmas	Workday before and December 25

- 3.1.3 Employees of programs with mandatory hours of operation 5 days a week, 8 hours per day Monday-Friday shall have 3 floating holidays. These are not available for use until after an employee's 90 day probation and cannot be cashed out. *See Definitions "Programs with Mandatory 5/8 Schedule."*
- 3.1.4 Some departments may, through standard operating procedures, designate substitute days as holidays or appropriate compensation for holidays worked.