Board of County Commissioners
Agenda Request

2M
Agenda Item #

Requested Meeting Date: September 12, 2023

Title of Item: Approve Ratify Settlement Agreement

☐ REGULAR AGENDA ☑ CONSENT AGENDA ☐ INFORMATION ONLY	**Action Requested:** ☑ Approve/Deny Motion ☐ Adopt Resolution (attach draft)	☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* **provide copy of hearing notice that was published*

Submitted by: Bobbie Danielson	**Department:** Human Resources
Presenter (Name and Title): N/A	**Estimated Time Needed:** N/A

Summary of Issue:

Seeking Board approval to ratify a separation agreement and release of all claims in the amount of $329.76, subject to all usual and customary payroll taxes and withholdings. Employee shall also be paid for all unused and accrued PTO hours (56 hours) by policy. Agreement has been signed by the employee and by the County Administrator.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to approve Separation Agreement and Release of all Claims on this 12th day of September, 2023.

Financial Impact:
Is there a cost associated with this request? ☑ *Yes* ☐ *No*
What is the total cost, with tax and shipping? $ 329.76 lump sum + PTO pay out
Is this budgeted? ☐ *Yes* ☐ *No* *Please Explain:*

This expense will be covered in the department's 2023 budget.

Legally binding agreements must have County Attorney approval prior to submission.