

SICK BANK DONATIONS 2023-2024

Employees who are members of the following sick leave banks will have their annual contribution processed during the pay of 12/08/2023. The donation will be processed in the following priority order:

Sick Leave Balance – Full and/or partial donation will be deducted from available balance between 12/04/23 – 12/06/23.

Sick Bank Balance – Full and/or partial donation will be deducted from available balance between 12/04/23 – 12/06/23.

Docking of Pay – Value of full and/or partial donation will be deducted from the gross pay and displayed as “Adjust Wage – Non-Retirement” in the Earnings area on the pay stub on the check dated 12/08/23.

To view your sick bank status in Workday, go to Personal Information/About Me/Overview/Additional Data, then scroll down to Sick Bank. This will indicate if you are a member and when you joined.

BARGAINING UNIT

DONATION AMOUNT

EXECUTIVE

**0 days for current members
2 days for new members (taken at enrollment)**

AFSCME

**10 hours for current members
2 days for new members**

HCASA

**0 day for current members
2 days for new members**

HCEA

**0 days for current members
1 day for new members**

HCEA-ESP

**.5 days for current members
1 day for new members**