

ENROLLED HOUSE
BILL NO. 1579

By: Settle, Begley, Greenwood,
Miller and Calvey of the
House

and

Haney, Hobson, Wilcoxson,
Brown, Herbert, Leftwich
and Martin of the Senate

An Act relating to state government personnel; amending 74 O.S. 1991, Section 3601, as last amended by Section 71, Chapter 418, O.S.L. 1998 (74 O.S. Supp 1998, Section 3601), which relates to full-time-equivalent state employees; changing fiscal year; designating existing revenue for salaries; amending 40 O.S. 1991, Section 4-203, which relates to salaries of Board of Review members; modifying salaries of Board of Review members; allowing governing bodies of municipalities to grant certain disaster-related leave; providing conditions; providing definitions; limiting leave period; providing reinstatement and compensation for certain leave; authorizing governing board of municipalities to establish or amend certain leave sharing program; stating eligibility and conditions for certain leave sharing program; authorizing donations of leave and uses of donated leave for certain purposes; allowing boards of county commissioners to grant certain disaster-related leave; providing conditions; providing definitions; limiting leave period; providing reinstatement and compensation for certain leave; authorizing county commissioners to establish or amend certain leave sharing program; stating eligibility and conditions for certain leave sharing program; authorizing donations of leave and uses of donated leave for certain purposes; allowing boards of education to grant certain disaster-related leave; providing conditions; providing definitions; limiting leave period; providing reinstatement and compensation for certain leave; authorizing boards of education to establish or amend certain leave sharing program; stating eligibility and conditions for certain leave sharing program; authorizing donations of leave and uses of donated leave for certain purposes; amending 74 O.S. 1991, Section 840.7d, as renumbered by Section 54, Chapter 242, O.S.L. 1994, and as last amended by Section 6, Chapter 320, O.S.L. 1996 (74 O.S. Supp. 1998, Section 840-2.23), which relates to the leave sharing program; allowing donation of leave for certain disaster-affected employees; providing conditions; providing definition; allowing appointing authorities to grant certain disaster-related leave; providing conditions;

providing definitions; limiting leave period; providing reinstatement and compensation for certain leave; providing for codification; providing an effective date; and declaring an emergency.

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

SECTION 1. AMENDATORY 74 O.S. 1991, Section 3601, as last amended by Section 71, Chapter 418, O.S.L. 1998 (74 O.S. Supp. 1998, Section 3601), is amended to read as follows:

Section 3601. A. For purposes of Sections 3601 through 3603 of this title, the term employee means a full-time employee or any number of part-time employees whose combined weekly hours of employment equal those of a full-time employee, but shall not include temporary employees working on a seasonal basis between May 1 and October 31.

B. The maximum number of full-time-equivalent employees for each of the following agencies, boards, commissions, departments, or programs shall not exceed the numbers specified in this section during the fiscal year ending June 30, ~~1999~~ 2000, except as may be authorized pursuant to the provisions of Section 3603 of this title. The salary of the chief executive officer for each of the following agencies, boards, commissions, departments, or programs shall not exceed the amount specified, per annum, payable monthly, for the fiscal year ending June 30, ~~1999~~ 2000.

	MAXIMUM NUMBER OF FULL-TIME-EQUIVALENT EMPLOYEES	MAXIMUM ANNUAL SALARY FOR CHIEF EXECUTIVE OFFICER
Board of Managers of the State Insurance Fund	591	\$94,000.00
Oklahoma Employment Security Commission	1150	\$78,991.00 <u>\$81,000.00</u>
Public <u>Oklahoma</u> Accountancy Board	8	\$53,552.00
Board of Governors of Licensed Architects and Landscape Architects	4	\$40,759.00 <u>\$42,396.00</u>
Board of Chiropractic Examiners	2	\$28,250.00 <u>\$29,496.00</u>
Cosmetology Board	16	\$35,000.00 <u>\$36,396.00</u>
Board of Governors of Registered Dentists	5	\$37,226.00

Embalmers and Funeral Directors Board	5	\$55,000.00 <u>\$57,000.00</u>
Professional Engineers and Land Surveyors Board	7	\$42,763.00 <u>\$44,500.00</u>
Oklahoma State Board of Medical Licensure and Supervision/Podiatry Board/State Board of Examiners of Perfusionists	29	\$75,000.00
Commission on Marginally Producing Oil and Gas Wells	3 <u>4</u>	\$54,000.00
Oklahoma Motor Vehicle Commission	4	\$49,931.00
Oklahoma Board of Nurse Registration and Nursing Education	20	\$57,991.00
Nursing Homes Board	4	\$42,943.00
Optometry Board	1	
Board of Osteopathic Examiners	5	\$60,000.00 <u>\$61,000.00</u>
Oklahoma Peanut Commission	2	\$45,121.00
State Board of Pharmacy	9	\$59,531.00 <u>\$63,000.00</u>
Psychologists Board	2	\$32,656.00
Real Estate Commission	26	\$56,000.00 <u>\$58,000.00</u>
Speech Pathology and Audiology Board	1	\$11,314.00 <u>\$22,250.00</u>
Oklahoma Used Motor Vehicle and Parts Commission	10	\$49,905.00 <u>\$51,905.00</u>
Board of Veterinary Medical Examiners	4 <u>6</u>	\$30,750.00
Oklahoma Wheat Commission	7	\$49,931.00 <u>\$51,931.00</u>
Firefighters Pension and Retirement System	11	\$75,000.00 <u>\$77,000.00</u>

Police Pension and Retirement System	7 <u>9</u>	\$75,000.00 <u>\$77,000.00</u>
Oklahoma Teachers' Retirement System	40 <u>46</u>	\$76,032.00 <u>\$85,000.00</u>
Oklahoma Public Employees Retirement System	48 <u>51</u>	\$76,032.00 <u>\$85,000.00</u>
Student Loan Authority	45	\$94,741.00
Oklahoma Industrial Finance Authority/Oklahoma Development Finance Authority	15	\$91,178.00
State and Education Employees Group Insurance Board	165 <u>173</u>	\$89,491.00 <u>\$91,494.00</u>
Oklahoma Capital Investment Board	4	\$74,000.00
Social Workers Board	1	\$31,950.00 <u>\$32,760.00</u>
State Employees Benefit Council	24 <u>28</u>	\$72,291.00
Grand River Dam Authority	524	\$97,658.00

C. The duties and compensation of employees, not otherwise prescribed by law, necessary to perform the duties imposed upon the Oklahoma Public Employees Retirement System Board of Trustees by law shall be set by the said Board of Trustees.

D. Temporary employees of the Oklahoma Used Motor Vehicle and Parts Commission between the dates of November 1 and January 31 annually shall not be counted toward the maximum number of full-time-equivalent employees provided for in this section.

~~E. Any salary increases provided for by law for chief executive officer positions in this section shall be made regardless of any salary limitation set by this section.~~

SECTION 2. Within existing revenues available to the Board of Medical Licensure and Supervision, not more than Twenty-five Thousand Dollars (\$25,000.00) may be used for the purpose of funding personnel pay increases for medical investigators, the compliance and education coordinator, and the director of enforcement.

SECTION 3. AMENDATORY 40 O.S. 1991, Section 4-203, is amended to read as follows:

Section 4-203. SALARY. Each member of the Board of Review shall be paid from the Employment Security Administration Fund a salary of ~~Twenty-two Thousand Dollars (\$22,000.00)~~ Thirty Thousand Dollars (\$30,000.00) per annum, payable in twelve (12) monthly installments, plus actual and necessary traveling expenses incurred in the performance of his duties as provided in the State Travel Reimbursement Act.

SECTION 4. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 22-135 of Title 11, unless there is created a duplication in numbering, reads as follows:

A. The governing body of a municipality may grant leave with pay not to exceed fifteen (15) working days to a municipal employee who is affected by a presidentially declared national disaster in Oklahoma after May 1, 1999, if:

1. The employee suffered a physical injury as a result of the disaster;

2. A relative or household member of the employee suffered a physical injury or died as a result of the disaster; or

3. The domicile of the employee or the domicile of a relative of the employee was damaged or destroyed as a result of the disaster.

B. As used in this section:

1. "Relative of the employee" shall be limited to the spouse, child, stepchild, grandchild, grandparent, stepparent, or parent of the employee; and

2. "Household members" means those persons who reside in the same home, who have reciprocal duties to and do provide financial support for one another. This term shall include foster children and legal wards even if they do not live in the household. The term does not include persons sharing the same general house, when the living style is primarily that of a dormitory or commune.

C. The authority to grant leave with pay pursuant to subsection A of this section shall extend for a period of not more than six (6) months after the date of a presidentially declared national disaster.

D. Annual leave, sick leave, or compensatory time which was charged to a municipal employee as a result of the presidentially declared national disaster resulting from the May 3, 1999, tornadoes that would have otherwise been eligible for the leave provision in subsection A of this section, may be reinstated by the governing body. A municipal employee entitled to leave with pay pursuant to this section who was charged leave without pay shall be compensated at the base rate of pay of the employee.

E. A governing body of a municipality may amend an existing leave sharing program or establish a leave sharing program to allow municipal employees to share sick or annual leave with municipal employees who are eligible for leave pursuant to subsection A of this section. The disaster-related leave sharing plan shall be subject to the following conditions:

1. An employee eligible for disaster-related leave may receive up to fifteen (15) days donated leave;

2. The donated leave must be used for disaster-related injuries or matters;

3. The eligible employee shall not be required to take or exhaust any of the employee's regular sick, personal, or emergency leave in order to receive donated leave;

4. Donated leave may be used to reinstate regular emergency, sick, or personal leave an employee used after May 1, 1999, for disaster-related injuries or matters;

5. An eligible employee who was required to take leave without pay for disaster-related injuries or matters may be compensated for up to fifteen (15) days if leave is donated to cover the leave without pay; and

6. The municipality may require documentation to support a request to use donated leave pursuant to this section.

SECTION 5. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 180.90 of Title 19, unless there is created a duplication in numbering, reads as follows:

A. The board of county commissioners may grant leave with pay not to exceed fifteen (15) working days to a county employee who is affected by a presidentially declared national disaster in Oklahoma after May 1, 1999, if:

1. The employee suffered a physical injury as a result of the disaster;

2. A relative or household member of the employee suffered a physical injury or died as a result of the disaster; or

3. The domicile of the employee or the domicile of a relative of the employee was damaged or destroyed as a result of the disaster.

B. As used in this section:

1. "Relative of the employee" shall be limited to the spouse, child, stepchild, grandchild, grandparent, stepparent, or parent of the employee; and

2. "Household members" means those persons who reside in the same home, who have reciprocal duties to and do provide financial support for one another. This term shall include foster children and legal wards even if they do not live in the household. The term does not include persons sharing the same general house, when the living style is primarily that of a dormitory or commune.

C. The authority to grant leave with pay pursuant to subsection A of this section shall extend for a period of not more than six (6) months after the date of a presidentially declared national disaster.

D. Annual leave, sick leave, or compensatory time which was charged to a county employee as a result of the presidentially declared national disaster resulting from the May 3, 1999, tornadoes that would have otherwise been eligible for the leave provision in subsection A of this section, may be reinstated by the board of county commissioners. A county employee entitled to leave with pay pursuant to this section who was charged leave without pay shall be compensated at the base rate of pay of the employee.

E. The board of county commissioners may amend an existing leave sharing program or establish a leave sharing program to allow county employees to share sick or annual leave with county employees who are eligible for leave pursuant to subsection A of this section. The disaster-related leave sharing plan shall be subject to the following conditions:

1. An employee eligible for disaster-related leave may receive up to fifteen (15) days donated leave;
2. The donated leave must be used for disaster-related injuries or matters;
3. The eligible employee shall not be required to take or exhaust any of the employee's regular sick, personal, or emergency leave in order to receive donated leave;
4. Donated leave may be used to reinstate regular emergency, sick, or personal leave an employee used after May 1, 1999, for disaster-related injuries or matters;
5. An eligible employee who was required to take leave without pay for disaster-related injuries or matters may be compensated for up to fifteen (15) days if leave is donated to cover the leave without pay; and
6. The county may require documentation to support a request to use donated leave pursuant to this section.

SECTION 6. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 6-104.7 of Title 70, unless there is created a duplication in numbering, reads as follows:

A. The board of education of each school district may grant leave with pay not to exceed fifteen (15) working days to a district employee who is affected by a presidentially declared national disaster in Oklahoma after May 1, 1999, if:

1. The employee suffered a physical injury as a result of the disaster;
2. A relative or household member of the employee suffered a physical injury or died as a result of the disaster; or
3. The domicile of the employee or the domicile of a relative of the employee was damaged or destroyed as a result of the disaster.

B. As used in this section:

1. "Relative of the employee" shall be limited to the spouse, child, stepchild, grandchild, grandparent, stepparent, or parent of the employee; and

2. "Household members" means those persons who reside in the same home, who have reciprocal duties to and do provide financial support for one another. This term shall include foster children and legal wards even if they do not live in the household. The term does not include persons sharing the same general house, when the living style is primarily that of a dormitory or commune.

C. The authority to grant leave with pay pursuant to subsection A of this section shall extend for a period of not more than six (6) months after the date of a presidentially declared national disaster.

D. Annual leave, sick leave, or compensatory time which was charged to a school district employee as a result of the presidentially declared national disaster resulting from the May 3, 1999, tornadoes that would have otherwise been eligible for the leave provision in subsection A of this section, may be reinstated by the governing body. A school district employee entitled to leave with pay pursuant to this section who was charged leave without pay shall be compensated at the base rate of pay of the employee.

E. A district board of education may amend an existing leave sharing program or establish a leave sharing program to allow district employees to share sick or annual leave with district employees who are eligible for leave pursuant to subsection A of this section. The disaster-related leave sharing plan shall be subject to the following conditions:

1. An employee eligible for disaster-related leave may receive up to fifteen (15) days donated leave;

2. The donated leave must be used for disaster-related injuries or matters;

3. The eligible employee shall not be required to take or exhaust any of the employee's regular sick, personal, or emergency leave in order to receive donated leave;

4. Donated leave may be used to reinstate regular emergency, sick, or personal leave an employee used after May 1, 1999, for disaster-related injuries or matters;

5. An eligible employee who was required to take leave without pay for disaster-related injuries or matters may be compensated for up to fifteen (15) days if leave is donated to cover the leave without pay; and

6. The district may require documentation to support a request to use donated leave pursuant to this section.

SECTION 7. AMENDATORY 74 O.S. 1991, Section 840.7d, as renumbered by Section 54, Chapter 242, O.S.L. 1994, and as last amended by Section 6, Chapter 320, O.S.L. 1996 (74 O.S. Supp. 1998, Section 840-2.23), is amended to read as follows:

Section 840-2.23 A. There is hereby created the state leave sharing program. The purpose of the state leave sharing program is to permit state employees to donate annual or sick leave to a fellow state employee who is eligible for and requires family leave, or who is suffering from or has a relative or household member suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition which has caused or is likely to cause the employee to take leave without pay or terminate employment, or who is affected by a presidentially declared national disaster in Oklahoma after May 1, 1999, for a period of six (6) months after the date of the presidentially declared national disaster if:

1. The employee suffered a physical injury as a result of the disaster;

2. The spouse, relative, or household member of the employee suffered a physical injury or died as a result of the disaster; or

3. The domicile of the employee or the home of a relative of the employee was damaged or destroyed as a result of the disaster.

B. As used in this section:

1. "Relative of the employee" shall be limited to the spouse, child, stepchild, grandchild, grandparent, stepparent, or parent of the employee;

2. "Household members" means those persons who reside in the same home, who have reciprocal duties to and do provide financial support for one another. This term shall include foster children and legal wards even if they do not live in the household. The term does not include persons sharing the same general house, when the living style is primarily that of a dormitory or commune;

3. "Severe" or "extraordinary" means serious, extreme or life threatening; and

4. "State employee" means a permanent classified employee or a regular unclassified employee with over six (6) months continuous service with the state. ~~It~~ The term "state employee" does not include classified employees in probationary status or unclassified employees on temporary or other limited term appointments, except that those employees are eligible to receive shared leave as provided in subsection A of this section and the leave with pay authorized by Section 8 of this act related to a presidentially declared national disaster.

C. An employee may be eligible to receive shared leave pursuant to the following conditions:

1. The chief administrative officer of the employee determines that the employee meets the criteria described in this section; and

2. The employee has abided by state policies regarding the use of leave.

D. An employee may donate annual or sick leave to another employee only pursuant to the following conditions:

1. a. The receiving employee has exhausted, or will exhaust, all annual leave and sick leave due to an illness, injury, impairment, or physical or mental condition, which is of an extraordinary or severe nature, and involves the employee, a relative of the employee or household member,
- b. The condition has caused, or is likely to cause, the employee to go on leave without pay or terminate employment, and
- c. The chief administrative officer of the employee permits the leave to be donated to an eligible employee;

2. The donating employee may donate any amount of annual or sick leave provided the donation does not cause the annual leave balance of the employee to fall below eighty (80) hours and provided the donation does not cause the sick leave balance of the employee to fall below eighty (80) hours; and

3. Employees may not donate excess annual or sick leave that the donor would not be able to otherwise take.

E. The chief administrative officer of the employee shall determine the amount of donated leave an employee may receive and may only authorize an employee to use up to a maximum of two hundred sixty-one (261) days of donated leave during total state employment.

F. The chief administrative officer of the employee shall require the employee to submit, prior to approval or disapproval, a medical certificate from a licensed physician or health care practitioner verifying the need for the leave and expected duration of the condition.

G. Donated annual or sick leave is transferable between employees in different state entities with the agreement of both chief administrative officers of the entities.

H. The receiving employee shall be paid his or her regular rate of pay; therefore, one hour of donated leave may cover more or less than one hour of the salary of the recipient. The calculation of the leave value of the recipient shall be in accordance with Office of Personnel Management policies, regulations, and procedures. The dollar value of the leave is converted from the donor to the recipient. The leave received will be designated as donated leave and be maintained separately from all other leave balances.

I. Any donated leave may only be used by the recipient for the purposes specified in this section.

J. All forms of paid leave available for use by the recipient must be used prior to using donated leave.

K. Any donated leave not used by the recipient during each occurrence as determined by the chief administrative officer of the employee shall be returned to the donor. The donated leave remaining will be divided among the donors on a prorated basis based on the original donated value and returned at its original donor value and reinstated to the original leave balance of each donor.

L. All donated leave must be given voluntarily. No employee shall be coerced, threatened, intimidated, or financially induced into donating annual or sick leave for purposes of the leave sharing program.

SECTION 8. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 840-2.23A of Title 74, unless there is created a duplication in numbering, reads as follows:

A. An appointing authority may grant leave with pay not to exceed fifteen (15) working days to a state employee who is affected by a presidentially declared national disaster in Oklahoma after May 1, 1999, if:

1. The employee suffered a physical injury as a result of the disaster;

2. A relative or household member of the employee, as defined by subsection B of Section 840-2.23 of Title 74 of the Oklahoma Statutes, suffered a physical injury or died as a result of the disaster; or

3. The domicile of the employee or the domicile of a relative of the employee, as defined by subsection B of Section 840-2.23 of Title 74 of the Oklahoma Statutes, was damaged or destroyed as a result of the disaster.

B. The authority to grant leave with pay pursuant to subsection A of this section shall extend for a period of not more than six (6) months after the date of a presidentially declared national disaster.

C. Annual leave, sick leave, or compensatory time which was charged to a state employee as a result of the presidentially declared national disaster resulting from the May 3, 1999, tornadoes that would have otherwise been eligible for the leave provision in subsection A of this section, may be reinstated by the appointing authority. A state employee entitled to leave with pay pursuant to this section who was charged leave without pay shall be compensated at the base rate of pay of the employee.

SECTION 9. This act shall become effective July 1, 1999.

SECTION 10. It being immediately necessary for the preservation of the public peace, health and safety, an emergency is hereby declared to exist, by reason whereof this act shall take effect and be in full force from and after its passage and approval.

Passed the House of Representatives the 27th day of May, 1999.

Speaker of the House of
Representatives

Passed the Senate the 28th day of May, 1999.

President of the Senate