**Hermiston Irrigation District**

**Board of Directors**

#### August 1, 2024

**Special Meeting Minutes**

**CALL TO ORDER:** Chairman Findley called the Special Meeting of the Hermiston Irrigation District Board of Directors to order at 4:09 p.m. The meeting was held at the Hermiston Irrigation District office.

**ROLL CALL:** Business Manager Nash recorded all in attendance. Present at the meeting were Directors Bryan Allstott, Ian Findley, and Steve Wallace; District Manager Annette Kirkpatrick; Field Manager Wyatt Cleaver; Business Manager Sonia Nash; and Employee Donald Mote. Director Jeremy Bolen and Bryon Zumwalt were not in attendance.

**EMPLOYEE LEAVE OF ABSENCE:** District Manager Kirkpatrick reported to the Board that HID has an employee that is requesting a leave of absence and that according to the current HID Employee Handbook the Board of Directors make the final decision for the request of the leave. District Manager Kirkpatrick stated that the meeting could go into executive session or Donald Mote could leave it as an open meeting. Donald Mote chose to have an open meeting.

Donald Mote requested a leave of absence due to his non-work-related injury.

District Manager Kirkpatrick reported to the Board that the reason the Board is being approached on this matter is due to Donald Mote having exhausted all protected time for a non-work-related injury, He has used all of Paid Leave Oregon, Vacation, Comp, Sick time. She also stated that with this leave Donald Mote will have to pay for his own benefits and will not receive any accrued time while on leave. Director Wallace asked what the advantages for Donald Mote going onto a leave of absence would be. District Manager Kirkpatrick stated it does not guarantee employment but could get through the process and either accommodate Donald Mote until he can come back to full duty, or depending on how his injury heals, then the District can make the decision as to what to do next. District Manager Kirkpatrick stated that this is a hardship on the District and that the Board could choose to grant the leave or have her post the job and that Donald Mote could reapply for the position upon receiving full release from a medical professional. She stated that she had given her recommendation on the leave. Director Wallace asked up to when did he have protected time. District Manager Kirkpatrick stated August 7, 2024 if he chooses to use the 34.25 hours of vacation he has remaining. If he chooses to not use his time then he is separated from employment effective today, August 1, 2024. Donald Mote stated that he does not have his CT scan scheduled as of today but knew it would be around August 12, 2024. Business Manager Nash asked Donald Mote if he had sent the packet to the physician’s office as requested. Donald Mote stated he had not as they would not know what to mark. Business Manager Nash stated that it would be a starting point and that things could change throughout the leave if need be. District Manager Kirkpatrick asked Donald Mote if he was planning on using his 34.25 hours of vacation time or leave them on the books. Donald Mote stated that he would like to keep them on the books as he would like to take time off at the end of the year. District Manager Kirkpatrick stated if that was the case than he is on non-protected status as of today, August 1, 2024. Director Wallace stated that he agreed that the paperwork needed to be submitted to his physician as soon as possible as it is a “slow moving train”.

**DETERMINATION OF LEAVE OF ABSENCE:** Director Wallace made the motion to approve Donald Mote’s leave of absence until August 15, 2024 and re-evaluate the leave at that time. Director Allstott seconded the motion and it passed unanimously.

**ADJOURNMENT:** There being no further business, Director Wallace moved to adjourn the meeting at 4:21 p.m. Director Allstott seconded the motion and it passed unanimously.

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Ian Findley Sonia Nash

Chairman Recording Secretary