


TO: Mayor via City Secretary

REQUEST FOR COUNCIL ACTION

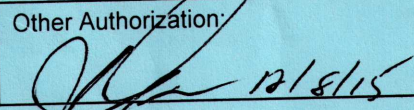
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| SUBJECT: Motion to extend Unpaid Leave of Absence for Senior Police Telecommunicator, Employee No. 92233. | | Category # 3 | Page 1 of 1 | Agenda Item # |
| FROM: (Department or other point of origin): Houston Police Department | | Origination Date: December 8, 2015 | | Agenda Date |
| DIRECTOR'S SIGNATURE:  Charles A. McClelland, Jr., Chief of Police | | Council Districts affected: | | |
| For additional information contact: Joseph A. Fenninger, CFO & Deputy Director (713) 308-1770 Janet Meisel, Sergeant, Admin. Personnel Comm. (713) 308-9230 | | Date and identification of prior authorizing Council Action: | | |
| RECOMMENDATION: (Summary) Approve a Motion to extend unpaid leave of Absence for Senior Police Telecommunicator, L. Herrera, Employee No. 92233. | | | | |
| Amount of Funding: N/A | | | F & A Budget: | |

SPECIFIC EXPLANATION

The Chief of Police for the Houston Police Department requests City Council to approve a motion to extend unpaid leave of absence for Laura Herrera, Senior Police Telecommunicator, Employee No. 92233. The extension of unpaid leave of absence is for the period of June 20, 2015 to December 22, 2015. Ms. Herrera has a serious illness which requires further absences beyond the 180 days already granted by the Civil Service Commission to continue treatment for this condition. Ms. Herrera requests council approval for an additional 186-day leave of absence without pay for June 20, 2015 through December 22, 2015.

cc: Anna Russell, City Secretary
Marta Crinejo, Agenda Director
Janet Meisel, Sergeant - HPD Professional Development Command
Human Resources Department Records

REQUIRED AUTHORIZATION

| | | |
|----------------------------|---|-----------------------------|
| Finance Department: | Other Authorization:  | Other Authorization: |
|----------------------------|---|-----------------------------|