

Pyramid Lake Paiute Tribal Council

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RESOLUTION NO.: PL 082-23

*Personnel Policies & Procedures – Section 10-7. Holidays
Juneteenth, June 19th*

RESOLUTION OF THE TRIBAL COUNCIL OF THE PYRAMID LAKE PAIUTE TRIBE NIXON, NEVADA

WHEREAS, the Pyramid Lake Paiute Tribe is organized pursuant to the provisions of Section 16 of the Indian Reorganization Act (25 U.S.C. § 476) and is federally recognized by the United States Government through the Secretary of the Interior and the Bureau of Indian Affairs; and

WHEREAS, the Pyramid Lake Paiute Tribe, is the duly elected governing body of the Pyramid Lake Paiute Tribe, charged with the responsibility of establishing policy and taking action to provide administrative guidelines; and

WHEREAS, the Pyramid Lake Paiute Tribal Council established a Tribal Personnel Committee to review the Personnel Policies and Procedures Manual, recommending revisions by resolution determined necessary for the proper management and administration of the Personnel System; and

WHEREAS, on June 19, 2021, the President of the United States of America signed into law Juneteenth National Independence Day Act and June 19th was declared as a legal public holiday; and

WHEREAS, the Personnel Committee reviewed the attached proposed revisions to Section 10. Attendance and Leave of the Personnel Policies & Procedures Manual modifying Section 10.7 Holidays to add June 19th as a Federal Holiday observed as a Tribal Holiday; and

WHEREAS, the Personnel Committee has reviewed the proposed revisions to the Personnel Policies & Procedures Manual amending the Personnel Policies and Procedures and recommends approval of the same.

NOW, THEREFORE, BE IT RESOLVED that the Pyramid Lake Paiute Tribal Council, governing body of the Pyramid Lake Paiute Tribe, hereby accepts the recommendation of the Personnel Committee and approves the attached revisions to the Tribal Personnel Policies & Procedures Manual; and

BE IT FINALLY RESOLVED that the Pyramid Lake Paiute Tribal Council, authorizes the Tribal Chairman or his designee to implement this revision.

CERTIFICATION

It is hereby certified that the foregoing resolution of the Pyramid Lake Tribal Council, governing body of the Pyramid Lake Paiute Tribe, composed of ten members, of who ten (10), constituting a quorum were contacted during a poll vote held on the 27th thru 29th day of June, 2023, was adopted by the affirmative vote of seven (7) FOR zero (0) AGAINST, with two (2) ABSTENTIONS; pursuant to the authority contained in the constitution and By-Laws of the Pyramid Lake Paiute Tribe.



Brenda A. Henry, Tribal Council Secretary
PYRAMID LAKE PAIUTE TRIBAL COUNCIL

10-7. HOLIDAYS

The following days will be observed as days off with pay:

- New Years Day.....January 1st
- Martin Luther King Day3rd Monday in January
- President's Day.....3rd Monday in February
- Pyramid Lake War Memorial3rd Friday in May
- Memorial Day.....Last Monday in May
- Juneteenth.....June 19th
- Independence Day.....July 4th
- Labor Day 1st Monday in September
- Indian Day.....4th Friday in September
- Nevada Day.....Last Friday in October
- Veteran's Day.....November 11th
- Thanksgiving Day.....4th Thursday in November
- Family Day.....4th Friday in November
- Christmas Day.....,..... December 25th

In addition to the listed holidays, the Tribe will also observe any day declared a Holiday by the Governor of Nevada, the President of the United States or the Pyramid Lake Paiute Tribal Chairman. If a holiday falls on a Saturday or Sunday, it will usually be observed on either the preceding Friday or the following Monday. The Tribe reserves the right to designate when the holiday will be observed. If a holiday falls within an employee's vacation period, the holiday will be paid as holiday pay and not annual/vacation pay.

Employees absent the day before or the day after a holiday will not receive holiday pay, unless on approved leave, such as jury duty, vacation, or the like. To be paid for a holiday, you must be present on the scheduled working day immediately preceding the holiday and the scheduled work day immediately following the holiday. Department Heads or Supervisors at their discretion may make exceptions to this rule if arrangements are made seven (7) days in advance of the day to be missed or a doctor's note is presented explaining an illness or disability.

Holiday pay will be eight (8) hours or the normal working hours at the employee's regular hourly rate. An hourly employee working other than a standard work week is entitled to the same number of paid holidays as a regular employee working the equivalent standard work week. Because of the nature of Tribal business, employees may on occasion be required to work on a holiday. When this occurs, with the exception of salaried employees, pay will be at the regular hourly rate of pay for the actual hours worked that day, in addition to the holiday pay to which the employee is entitled. When an exempt salaried employee works on a holiday, he/she may be authorized time off with pay, at a later date of convenience within the following pay period, equal to the amount of time worked on the holiday.

The Tribe will reasonably accommodate employees who need time off for religious observances. Employees who need time off to observe religious practices should first speak with their Supervisor. Depending upon business needs, you may be able to work on a day that is normally observed as a holiday and then take time off for another religious day. You may also be able to switch your schedule with another employee, use the floating holiday, take vacation time, or take off unpaid days.