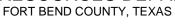
HUMAN RESOURCES DEPARTMENT





Kent M. Edwards, PHR Director of Human Resources

To: Judge Robert Hebert

Commissioner Vincent Morales Commissioner Grady Prestage Commissioner Andy Meyers Commissioner James Patterson

From: Kathy Novosad, PHR

Sr. Human Resources Generalist

Date: August 20, 2018

Subject: 2019 Holiday Schedule

The Human Resources Department is submitting the recommended 2019 Holiday Schedule for Commissioners Court review and approval. If you have any questions regarding the schedule, please contact Kathy Novosad at 281-341-8624.



Human Resources Team Communication

Tuesday, January 1, 2019

2019 Holiday Schedule

Adopted by Commissioner's Court on August 28, 2018

All Fort Bend County offices will observe the following holidays in 2019:

New Year's Day

Birthday of Dr. Martin Luther King, Jr. Monday, January 21, 2019

Good Friday, April 19, 2019

Memorial Day Monday, May 27, 2019

Independence Day Thursday, July 4, 2019

Labor Day Monday, September 2, 2019

Fort Bend County Fair Day Friday, September 27, 2019

Veterans Day Monday, November 11, 2019

Thanksgiving Day Thursday, November 28, 2019

Day after Thanksgiving Friday, November 29, 2019

Christmas Eve Tuesday, December 24, 2019

Christmas Day Wednesday, December 25, 2019

Note: The 2020 New Year's Day Holiday will be observed on Wednesday, January 1, 2020

As a reminder, Fort Bend County Employee Information Manual Policy 507 requires full-time, non-exempt employees to work, or be on an excused <u>and paid</u> day off, both the workday before and the workday following the holiday in order to receive holiday pay.

Also note that paid days off, such as paid holidays, do not count as hours worked for the purpose of overtime or compensatory time calculation.