



HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

Kathy Novosad, PHR
Interim Director of Human Resources

To: Judge KP George
Commissioner Vincent Morales
Commissioner Grady Prestage
Commissioner Andy Meyers
Commissioner Ken DeMerchant

From: Kathy Novosad
Interim Director of Human Resources

Date: July 19, 2021

Subject: 2022 Holiday Schedule

The Human Resources Department is submitting the draft 2022 Holiday Schedule for Commissioners Court consideration. The draft schedule includes 13 holidays for which offices will be closed and employees provided paid time off. Please note that for the first time, the newly declared Federal holiday, Juneteenth Day of Observance, is added to the schedule.

Human Resources recommends the addition of Juneteenth to the holiday schedule in recognition of the significance of this day in American history. However, Commissioners Court may opt not to add it at this time, or consider other options for the holiday schedule, such as:

- Adding Juneteenth while removing another holiday to keep the total number of holidays at 12 per year
- Adding Juneteenth, but revising the Holiday policy by not observing certain holidays (for example, Juneteenth, Independence Day, and/or Veterans Day), if the holiday falls on a Saturday or Sunday.

Human Resources surveyed 18 comparator cities and counties. Of those, 4 have added Juneteenth to their paid holiday schedule, 7 have opted not to add, and 7 are undecided. Without Juneteenth, the average number of paid/observed holidays for the group is 11.4 per year.

If you have any questions regarding the schedule, please contact me at 281-341-8624.



Human Resources Team Communication

2022 Holiday Schedule

Approved by Commissioner's Court on July 27, 2021

**All Fort Bend County offices
will observe the following holidays in 2022:**

New Year's Day (observed)	Friday, December 31, 2021
Birthday of Dr. Martin Luther King, Jr.	Monday, January 17, 2022
Good Friday	Friday, April 15, 2022
Memorial Day	Monday, May 30, 2022
Juneteenth (observed)	Monday, June 20, 2022
Independence Day	Monday, July 4, 2022
Labor Day	Monday, September 5, 2022
Fort Bend County Fair Day	Friday, September 23, 2022
Veterans Day	Friday, November 11, 2022
Thanksgiving Day	Thursday, November 24, 2022
Day after Thanksgiving	Friday, November 25, 2022
Christmas Eve (observed)	Friday, December 23, 2022
Christmas Day (observed)	Monday, December 26, 2022

Note: The 2023 New Year's Day Holiday will be observed on Monday, January 2, 2023.

As a reminder, Fort Bend County Employee Information Manual Policy 507 requires full-time, non-exempt employees to work, or be on an excused and paid 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.