

Douglas County

2023 Holiday Schedule

New Year's Day	Monday, January 2, 2023
Martin Luther King Day	Monday, January 16
Memorial Day	Monday, May 29
Juneteenth	Monday, June 19
Fourth of July	Tuesday, July 4
Labor Day	Monday, September 4
Veteran's Day	Friday, November 10
Thanksgiving	Thursday-Friday, November 23-24
Christmas Day	Monday, December 25
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New Year's Day	Monday, January 1, 2024

Personal Leave:

Eligibility: Employee's status must be full time or part time with benefits, with a hire date prior to May 31, 2023. Employees hired on June 1, 2023 or after will be eligible for personal leave in 2024.

Definition: 8 hours x FTE value

Scheduling: Can be taken in increments no less than one quarter hour for non-exempt staff (4 hours for exempt staff). Must be scheduled in advance through the employee's supervisor and according to the departmental procedures. Non-shift employees must use their personal leave during the calendar year 2023 and PRIOR to December 24, 2023. Shift employees will be permitted to roll up to 24 hours of personal leave into 2024.

Consolidated Fire District 1 , refer to personnel policy regarding Personal Leave.