

STATE OF NEW MEXICO  
VILLAGE OF TAOS SKI VALLEY

RESOLUTION NO. 2020-429

**A RESOLUTION TO UPDATE THE VILLAGE PERSONNEL POLICY  
SECTION 6.13 "CALL BACK AND STANDBY TIME" TO INCLUDE 6.13A.  
"ON-CALL AND CALL BACK STAFF PAY"**

WHEREAS, the Village Personnel Policy currently has a call-back and standby policy; and

WHEREAS, Section 6.13 states;

*Employees who are required to report to their jobs after the conclusion of their normal shift and prior to the beginning of their next shifts, or who remain on standby after their normal shift, shall be compensated as set forth by policy adopted by the governing body.*

WHEREAS, the addition of Section 6.13A. sets forth the policy to be adopted by the governing body as stated below:

6.13 A. "A non-exempt employee may be required to remain on call after their normal or alternative work schedule to answer and respond to Village emergencies. An employee placed on-call will be provided a radio, cell phone or cell phone stipend for the purpose of notification to report for work; employees are not paid for all the time spent carrying the notification device but are paid for time responding to calls. In the event that an emergency requires an employee to work, the employee must physically respond within 30 minutes of notification. Employees are paid for the actual time worked, from the time the call is received to the time the work is completed. The employee should notify the dispatching supervisor of the work completion. An employee's on-call status shall be recorded on his or her timesheet. On-call time will not be considered in the computation of regular and/or overtime."

1. Various Village positions are designated as on-call eligible and are as follows:
  - a. Police Officer I
  - b. Police Officer II
  - c. Public Works Operators 1-4
  - d. Other non- exempt staff required to be on-call
2. On-Call schedules are designated by the Department Director.
3. The non-exempt employees shall be paid for on-call pay as follows:
  - a. One (1) hour at straight time, per day, Monday through Sunday
  - b. Two (2) hours at straight time, per holiday observed by Village.

4. Call-Back Pay:

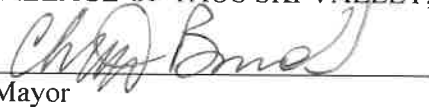
- a. When an unscheduled Employee is called-back and accepts management's request to report to work immediately, the Employee will be paid as directed by FLSA. Employees who are called to work on their regular day off or after having left the Employer's premises shall be guaranteed a minimum of two (2) hours of pay at the applicable straight time or overtime rate, as is applicable to the total hours worked by the employee, with call back time for that pay week.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Governing Body of the Village of Taos Ski Valley approves the update to the Village Personnel Policy to include section 6.13A. as an addition to the current policy, to require on-call payment to non-exempt staff as stated.

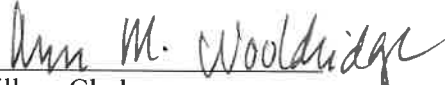
PASSED, ADOPTED, AND APPROVED this 14<sup>th</sup> of April 2020.

VOTES: 4 Yes 0 No

MUNICIPAL GOVERNING BOARD OF  
VILLAGE OF TAOS SKI VALLEY, NEW MEXICO

  
Mayor

ATTEST:

  
Village Clerk