



# MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject Disposition of Accumulated Sick Leave	Number 16-21
Originating Department Office of Human Resources	Effective Date March 15, 2022

Montgomery County Regulation on

SICK LEAVE AMENDMENTS

Issued by: County Executive  
COMCOR 33.07.01

Authority: Montgomery County Code (2014) Section 33-7(b)

Supersedes: Executive Regulation 16-13, in part

Council Review Method (1) Under Code Section 2A-15

Register Vol. 38, No. 8

Comment Deadline: October 31, 2021

Effective Date: March 15, 2022

Sunset Date: None

**SUMMARY:** This Regulation amends Section 17 of the Montgomery County Personnel Regulations to provide for disposition of accumulated sick leave.

**ADDRESS:** Office of Human Resources  
Executive Office Building  
101 Monroe Street, 7<sup>th</sup> Floor  
Rockville, Maryland 20850

**STAFF CONTACT:** Darryl Gorman, 240-777-5026, or [darryl.gorman@montgomerycountymd.gov](mailto:darryl.gorman@montgomerycountymd.gov)

**BACKGROUND:  
INFORMATION** The Montgomery County Code authorizes the County Executive to promulgate personnel regulations.



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## COMCOR 33.07.01 PERSONNEL REGULATIONS

### COMCOR 33.07.17 SICK LEAVE

#### 33.07.01.17 Sick Leave

\* \* \*

17-12. Disposition of accumulated sick leave at separation from County service. An employee must forfeit accumulated sick leave upon separation from County service, except that:

- (a) an employee in the Employees' Retirement System of Montgomery County (ERS) may use accumulated sick leave as credited service for retirement purposes under the ERS;
- (b) an employee in the Retirement Savings Plan (RSP) or Guaranteed Retirement Investment Program (GRIP) who leaves County service with at least ten years of service and a sick leave balance of at least 120 hours shall be entitled to receive \$5,000 in accordance with section (d) below, or
- (c) an employee in the Retirement Savings Plan (RSP) or Guaranteed Retirement Investment Program (GRIP) who leaves County service with at least twenty years of service and a sick leave balance of at least 240 hours shall be entitled to receive \$10,000 in accordance with section (d) below.
- (d) Employees may elect to defer this amount, subject to the applicable limits, to their deferred compensation account. Employees would be required to elect this option prior to separation from County service. Employees without a deferred compensation plan can elect to create a plan prior to separation of service, or can receive the payout as a lump sum, subject to applicable tax withholding.
- (e) This provision does not apply to employees *in RSP or GRIP* who earn Paid Time Off (PTO) instead of sick and annual leave.

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Approved as to Form and Legality:

Justin T. Nunley  
Office of the County Attorney

1/19/2022  
Date

Marc Elrich  
Marc Elrich, County Executive

2/4/2022  
Date