

**Little Traverse Bay Bands of Odawa Indians
Tribal Council
7500 Odawa Circle
Harbor Springs MI 49740**

TRIBAL COUNCIL'S LEGISLATIVE DIRECTIVE # 111821-01
Amendment to Legislative Branch Operations Governmental Employee
Personnel Policies Handbook #110917-01

In accordance with WOS 2015-019, Administrative Procedures Act, Tribal Council is authorized to use a "Legislative Directive" for operation of the Legislative Branch.

"Legislative Directive" means a directive issued by the Tribal Council that establishes basic internal rules of procedures, or guidelines for Tribal Council or Legislative employees and does not impact Tribal Citizens or entities out-side of the Legislative Branch.

Tribal Council has updated Legislative Branch Operations Governmental Employee Personnel Policies Handbook to amend the section on Holiday.

Tribal Council through this Legislative Directive approves this Amendment to Legislative Branch Operations Governmental Employee Personnel Policies Handbook #110917-01:

Repeal:

Holidays. The Legislative Office will grant paid holiday time off to eligible full-time employees for the following listed Holidays:

- New Year's Eve (December 31)
- New Year's Day (January 1)
- Good Friday (Friday before Easter)
- Memorial Day (last Monday in May)
- Independence Day (July 4)
- "Adams Tribal Holiday" (first Monday in September)
- Tribal Sovereignty Day (September 21)
- Michigan Indian Day (Fourth Friday in September)
- Veterans Day (November 11)

- Thanksgiving (Fourth Thursday in November)
- Friday after Thanksgiving
- Christmas Eve (December 24)
- Christmas (December 25)

Replace:

Holidays. The Legislative Office will grant paid holiday time off to eligible full-time employees for the following listed Holidays:

- New Year's Eve (December 31)
- New Year's Day (January 1)
- Memorial Day (last Monday in May)
- Independence Day (July 4)
- "Adams Tribal Holiday" (first Monday in September)
- Tribal Sovereignty Day (September 21)
- Michigan Indian Day (Fourth Friday in September)
- Indigenous Peoples' Day (Second Monday of October)
- Veterans Day (November 11)
- Thanksgiving (Fourth Thursday in November)
- Friday after Thanksgiving
- Christmas Eve (December 24)
- Christmas (December 25)

This Legislative Directive becomes effective upon the date of posting to the Little Traverse Bay Bands of Odawa Indians website and will remain in effect until rescinded by a subsequent Legislative Action.

CERTIFICATION

As Tribal Council Legislative Leader and Tribal Council Secretary, we certify that this Legislative Directive was duly approved by the Tribal Council of the Little Traverse Bay Bands of Odawa Indians at a regular meeting of the Tribal Council held November 18, 2021 at which a quorum was present, by a vote of 8 in favor, 0 opposed, 0 abstentions, 1 absent as recorded by this certification as an official action on behalf of Little Traverse

Bay Bands of Odawa Indians.

Date: 11/19/2021

Emily Proctor
Emily Proctor, Legislative Leader

Date: 11/19/2021

Marcella R. Reyes
Marcella Reyes, Secretary

