

Date: June 21, 2022

To: Panola County Commissioners' Court

From: Panola County Treasurer and Panola County Auditor

Re: Timely usage of vacation roll over

On December 31, 2021 the Commissioners' Court approved vacation roll over for 12 employees. To date, 5 of the 12 have not used the vacation that was rolled over.

The recommendation before you today is that the Panola County Commissioners' Court request that any vacation rolled over from 2021 to 2022 must be used by December 31, 2022.

Unused vacation that continues to accrue from year to year can become a large liability to the taxpayers of Panola County.

Please let us know if you have any questions or concerns.

Thank you,



Jeni Reed, Panola County Treasurer



Jennifer Stacy, Panola County Auditor