Pleasant Valley Fire District
District Policy

Administrative Leave Policy

Purpose:

To provide a mechanism for the Board of Fire Commissioners to allow or to place an employee including volunteer personnel of the Fire District on Administrative Leave if doing so is in the best interests of the Fire District.

Policy:

The Board of Fire Commissioners may upon request of an employee or upon its own volition, subject to an affirmative vote of a majority of the Board, place an employee on administrative leave. The purposes for placing an employee on administrative leave are numerous and varied. The duration of the administrative leave may be indeterminate; provided however that the Board of Fire Commissioners review the status of persons on administrative leave at least quarterly and must make an affirmative determination that the administrative leave remains appropriate and should continue. An individual may challenge placement or continuation on administrative leave pursuant to Article 78 of the CPLR.

Administrative leave may be compensated or uncompensated, depending upon the nature of the employee on leave and the reason for said person being placed on administrative leave. The placement of an individual on administrative leave shall not be deemed to be indicia of fault, blame, or guilt and shall not have adverse consequences with regard to the said persons future employability. In certain circumstances, it may be appropriate for one or all parties to a dispute to be placed on administrative leave to facilitate an investigation and resolution of a matter by the Board of Fire Commissioners and no adverse or retaliatory motive or intent against any party shall be inferred by such action.