

Administration
1769 E. Moody Blvd Bldg 2
Bunnell, FL 32110



www.FlaglerCounty.gov
Phone: (386) 313-4001

December 5, 2023

Faith Alkhatib
[REDACTED]

RE: Resignation of Employment

Dear Faith,

As you are aware, you were placed on leave under the Family Medical Leave Act (FMLA) on August 22, 2023, per your request and through your health care provider's certification. Your FMLA leave was exhausted November 14, 2023. You then requested and were granted a Leave of Absence through November 22, 2023. You were expected to report to work on Monday, November 27, 2023.

On November 26, 2023, you requested additional FMLA leave through Anita Stoker, Benefits & Wellness Manager via email. On November 28, 2023, Pamela Wu, Human Resources Director responded to your request denying additional FMLA leave as the 12 weeks of leave permitted under the Act had already been exhausted and she advised you that you were expected to have returned to work November 27, 2023.

Today is the seventh consecutive workday that you have failed to report to work and have failed to contact me or the Human Resources office. Therefore, pursuant to Flagler County Personnel Policies and Procedures, Section 6.12 Absence Without Authorized Leave, "Any employee who is absent for three consecutive workdays or one 24-hour shift without proper authorization shall be deemed to have resigned."

Effective immediately the County considers you to have resigned from the County Engineer position with the Flagler County Board of County Commissioners.

Your health insurance benefits will remain in effect until December 31, 2023.

Sincerely,

Jorge Salinas, PMP, ICMA-CM, MBA
Digitally signed by Jorge Salinas, PMP, ICMA-CM, MBA
Date: 2023.12.05 16:14:00 -05'00'

Jorge Salinas
Deputy County Administrator

Andy Dance
District 1

Greg Hansen
District 2

David Sullivan
District 3

Leann Pennington
District 4

Donald O'Brien Jr.
District 5