

BOARD OF COUNTY COMMISSIONERS FOR
ADAMS COUNTY, STATE OF COLORADO

**RESOLUTION APPROVING AMENDMENTS TO THE ADAMS COUNTY
EMPLOYEE MANUAL**

Resolution

WHEREAS, the Board of County Commissioners has previously adopted the Adams County Employee Manual (“Employee Manual”) which contains the official personnel policies and procedures pertaining to employees of Adams County as defined in the Employee Manual; and,

WHEREAS, the Board of County Commissioners has reserved the right to change or amend the Employee Manual at any time at its discretion; and

WHEREAS, the Board of County Commissioners has reviewed the Employee Manual and has determined that it is necessary to clarify and/or amend certain policies; and,

WHEREAS, necessary clarifications and/or changes have been made to the following policies, which are on file with the Adams County Department of Human Resources and on the County’s intranet site, and which are incorporated herein by reference as Exhibit A:

Introduction

- 1.1(1) Equal Employment Opportunity
- 1.1(2) Anti-Harassment
- 1.1(3) Anti-Retaliation
- 1.2 Reporting and Investigation of Discrimination, Harassment, or Retaliation
- 1.3 Pregnancy Accommodation
- 1.4 Disability and Religious Accommodation
- 1.5 Ethics
- 1.7(1) Computer and Internet Use
- 2.1(2) Teleworking
- 2.4(2) Drug and Alcohol Testing for Individuals with CDL
- 2.5 Motor Vehicle Safety
- 2.7 Performance Appraisal
- 2.8(2) Job Abandonment
- 3.1(1) Long Term Disability Insurance
- 3.1(2) Short Term Disability Insurance
- 3.3(1) Workers’ Compensation
- 3.4(1) Annual Leave
- 3.5(1) Family and Medical Leave
- 3.5(2) Parental Involvement in K-12 Education Leave
- 3.6(3) Leave Without Pay
- 3.6(4) Bereavement/Funeral Leave
- 4.1 Temporary Reassignment
- 4.2 Rates of Pay
- 4.3 Recruitment and Selection

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners, County of Adams, State of Colorado that the amendments to the Adams County

Employee Manual, which are on file with the Adams County Department of Human Resources and on the County's intranet site and incorporated herein by reference as Exhibit A, are hereby approved, and the Adams County Employee Manual is amended accordingly.

BE IT FURTHER RESOLVED that the effective date of these amendments to the Adams County Employee Manual is April 4, 2017.