

RESOLUTION NO. 2011- 1Q

A RESOLUTION OF FREMONT COUNTY, IDAHO, ADOPTING A NEW GENERAL POLICIES SECTION IN THE FREMONT COUNTY PERSONNEL POLICY, WHICH SAID PERSONNEL POLICY OUTLINES RULES, REGULATIONS AND BENEFITS OF EMPLOYMENT WITH FREMONT COUNTY, WITH SAID NEW POLICY SUPERSEDING ALL PREVIOUS FREMONT COUNTY GENERAL POLICIES SECTIONS.

WHEREAS, the Board of County Commissioners of Fremont County, Idaho, has determined that a new compilation of the Fremont County personnel policy entitled: GENERAL POLICIES, has become necessary to add section F. Employment Reference Checks, and paragraphs entitled Authority, Inquiry Responses, Performance Information, and Violation; and

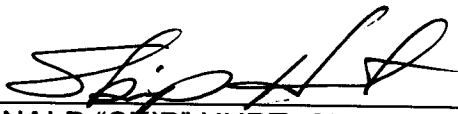
WHEREAS, the Board of County Commissioners of Fremont County, Idaho, have previously passed this amendments, changes or additions, and they needed to be amended, changed or added to make the Fremont County Personnel Policy current.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF FREMONT COUNTY, IDAHO THAT THE FREMONT COUNTY PERSONNEL AND PROCEDURE POLICY ENTITLED: GENERAL POLICIES, PREVIOUSLY APPROVED ON JANUARY 11, 2010, ARE HEREBY NULL AND VOID. THE NEW FREMONT COUNTY PERSONNEL POLICY ENTITLED GENERAL POLICIES, ARE HEREBY ADOPTED AS A PART OF THE OFFICIAL PERSONNEL POLICIES AND PROCEDURES FOR FREMONT COUNTY.

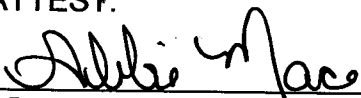
This resolution shall be in full force and effect on the 5th day of ~~June~~ ^{July}, 2011.

PASSED THIS 5th DAY OF July 2011, BY THE BOARD OF COUNTY COMMISSIONERS OF FREMONT COUNTY, IDAHO.

BOARD OF COUNTY COMMISSIONERS
FREMONT COUNTY, IDAHO


RONALD "SKIP" HURT, CHAIRMAN

ATTEST:


ABBIE MACE, COUNTY CLERK

Microfilm No. 534560
05 Day July 2011
At 4:11 O'Clock PM
ABBIE MACE
FREMONT CO RECORDER
Fee \$ 0 Caswell Deputy
Recorded at Request of Christa Adams

I. GENERAL POLICIES

A. THE ORGANIZATION IN WHICH YOU WORK

Working for Fremont County may be somewhat different from any employer for which you may have worked in the past. Fremont County is a political subdivision of the State of Idaho, though it is not a part of state government. The Board of County Commissioners serves as the governing body for Fremont County, carrying out local legislative duties and fulfilling other obligations as provided by law. The Board of County Commissioners is the general policymaker for Fremont County, and as such, has primary authority to establish terms and conditions of employment with Fremont County. The Board of County Commissioners also appoints personnel to help carry out its administrative responsibilities.

As with all elected public officials, the Board of County Commissioners is ultimately responsible to the voters of Fremont County. The terms set forth herein reflect County policy at the time of its printing, but they are subject to change at any time, without prior notice, and at the sole discretion of the Board of County Commissioners.

Only the Board of County Commissioners has authority to establish general policy for Fremont County employees. Each employee should recognize that although he/she may serve as an employee in the office of an elected or appointed official, he/she remains an employee of Fremont County, not of the official who supervises his/her work. The terms and conditions set forth in this policy, and in the resolutions and policy statements which support it, cannot be superseded by any other official's pledge, without the express written agreement of the Board of County Commissioners. That is particularly true for terms or conditions which would establish a financial obligation for Fremont County, now or in the future. You may work for a department with an operational policy that provides additional direction to employees on expectations and procedures unique to that department.

B. EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

All selection of Fremont County employees and all employment decisions, including classification, transfer, discipline, and discharge, will be made without regard to race, religion, sex, sexual orientation, age, national origin, or non-job-related disability. No job or class of jobs will be closed to any individual except where a mental or physical attribute, sex, or age is a bona fide occupational qualification. All objections to application of Fremont County's policy in this regard shall be brought to the attention of the office of the elected official or department head, or in the case of objection to actions undertaken by that person, to legal counsel for the County.

C. VETERAN'S PREFERENCE

Fremont County will accord a preference to employment of veterans of the U.S. Armed Services in accord with provisions of Idaho Code § 65-502 or its successor. In the event of equal qualifications for an available position, a veteran or family member who qualifies for preference pursuant to Idaho Code § 65-502 or its successor will be employed.

D. CONFLICT OF INTEREST

No person shall be employed by Fremont County when said employment would result in a violation of provisions found in Idaho Code § 59-701 et seq., §18-1359 or their successors. Any such appointment made in violation may be void. The appointment or employment of the following persons is prohibited.

1. No person related to a County Commissioner by blood or marriage within the second degree shall be appointed to any office, position, employment or duty; and
2. No public servant, including elected officials and employees, shall appoint or vote for the appointment of any person related to him/her by blood or marriage within the second degree to any office, position, employment or duty.

An employee whose relative is subsequently elected may be eligible to retain his/her position and pay increase as allowed in Idaho Code §18-1359(5).
(<http://www3.state.id.us/cgi-bin/newidst?sctid=180130059.K>)

E. PREFERENCE FOR HIRING FROM WITHIN

Qualified individuals who are already employees of Fremont County may be given preference over outside applicants to fill vacancies in the work force. Employees may be selected for transfer to positions without following the selection procedures normally required for hiring of new employees.

F. EMPLOYMENT REFERENCE CHECKS

AUTHORITY

To ensure that all individuals who join Fremont County are well qualified and have a strong potential to be productive and successful, Fremont County reserves the right in its sole discretion to check the employment references of applicants and otherwise verify the accuracy and validity of the information contained on applications or in other documents within the application and selection process.

INQUIRY RESPONSES

The personnel office will respond to all reference check inquiries regarding present or former county employees. Generally, responses to such inquiries confirm only dates of employment, wage rates and position(s) held. Only truthful, factual information may be given.

PERFORMANCE INFORMATION

It is generally the policy of Fremont County that any additional information (for example, performance and opinion, conclusions and references related to such performance) about a present or former county employee only be provided after the county personnel office has received a written authorization and release signed by the individual, who is the subject of the inquiry, releasing the county, its agents and employees from any and all liability which may stem from or arise out of the providing of such information and opinions.

VIOLATION

Fremont County reserves the right to discipline and deny indemnity and defense to any county employee who provides reference information and opinions to third parties in violation of this policy, whether or not claims of liability against Fremont County and its employee(s) are asserted.

G. PERSONNEL POLICY SUBJECT TO CHANGE WITHOUT PRIOR NOTICE

The rules contained in this Personnel Policy are subject to change, without prior notice, at any time in the sole discretion of the Board of County Commissioners.