



Established 1771

CHATHAM COUNTY COMMISSIONERS

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Resolution of the Chatham County Board of Commissioners

**Resolution Amending the Chatham County Personnel Policy
March 2023**

WHEREAS, the Chatham County Personnel Policy, adopted March 11, 1996, establishes the general guidelines for employees conduct; and

WHEREAS, from time to time it is necessary to amend the Personnel Policy for clarification or to better meet the needs of the employees and the County; and

WHEREAS, internal and external review of the policy identified needed modifications to the policy, and

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of Chatham County, that Personnel Policy be amended as follows:

- The pronouns “he/she” have been replaced by the words “the employee” throughout the entirety of the Personnel Policy;
- Amendment to Article VI, Section 14 to add two (2) additional hours of petty leave. This will take the annual amount of leave from fourteen (14) to sixteen (16), which equals two (2) full workdays;
- The removal of all Office of State Human Resources (OSHR) language in the applicable sections as the County obtained substantial equivalency in recruitment and selection and classification and compensation in April 2021;
- Amendment to Article VI, Section 20 to include:
 - Removing the provision that the employee must be employed for a period of one (1) year to receive Paid Family Leave;
 - Removing the provision that the employee must be on approved Family Medical Leave or other leave without pay for a qualifying parental reason (birth, adoption, license foster care placement) to receive Paid Family Leave;
 - Adding that Paid Family Leave (formerly Parental Leave) will be granted to any employee for a qualifying parental reason (birth, adoption, license foster care placement);
- Amendment to Article III, Section 13, Subsection D to remove the stipulation that employees wishing to use accrued compensatory time must give a written request to their immediate supervisor;
- Updates to Article VI, Recruitment and Selection, to reflect the current practices and processes in the areas of Position Vacancy Announcements, Applications for Employment, Applicant Tracking and Appointments.

Adopted, this the 20th day of March, 2023.

Karen Howard, Chair
Chatham County Board of Commissioners

ATTEST:

Lindsay K. Ray, NCMCC, Clerk to the Board
Chatham County Board of Commissioners

