

RESOLUTION NO. 04-08

AMENDMENT TO THE GRANT COUNTY EMPLOYEE MANUAL

WHEREAS, the Board of Commissioners of Grant County adopted an Employee Manual on the 19th day of March, 1992; and,

WHEREAS, the Board of Commissioners of Grant County amended said Employee Manual on the 24th day of June, 1993 with Resolution # 93-06-24 to include a provision concerning nepotism; and,

WHEREAS, Resolution #93-06-24 and the original Grant County Employee Manual Employment Policy and Procedure "Policy" section contain items which serve to contradict and confuse, the following amendment to the Grant County Employee Manual serves to clarify those contradictions.

NOW, THEREFORE, BE IT RESOLVED by the Grant County Board of County Commissioners that:

1. This Resolution (R-04-08) shall serve to supercede both the original Employee Manual Employment Policy and Procedure "Policy" section and the amendment, Resolution # 93-06-24.
2. The following section shall replace the EMPLOYMENT POLICY AND PROCEDURE "POLICY" section of the Grant County Employee Manual dated March 19, 1992.

EMPLOYMENT POLICY AND PROCEDURE

II. POLICY:

- A. It is and shall continue to be the policy of the County that all persons are entitled to equal employment opportunity regardless of race, color, sex, religion, age, national origin, disability, sexual orientation, or marital status.
- B. It is and shall continue to be the policy of the County to provide promotion and advancement opportunities in a non-discriminatory fashion.
- C. Candidates for regular, full-time employment must have reached their eighteenth birthday. However, persons who have reached their sixteenth

birthday may be considered for employment within the limits of State and Federal laws.

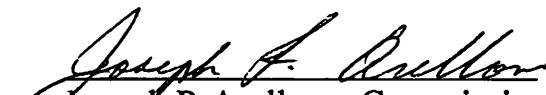
D. Grant County does not strictly prohibit the employment of relatives, and the county does not wish to become involved in the consensual relationships between co-workers. However, under Sections 10-1-10 and 10-1-11 NMSA 1978, precautions must be taken to ensure that individuals are not, and do not appear to be, improperly influenced by the existence of close personal relationships.

For the purposes of employee selection, Grant County construes "close personal relationships" as including spouses, domestic partners, fiancés, children, step children, step siblings, grandchildren, great grandchildren, siblings, parents, mothers-in-law and fathers-in-law, great grandparents, grandparents, aunts, uncles, nieces, nephews, and their respective spouses and domestic partners, and any other relationships that reasonably might be perceived as potentially compromising either employee's ability to make independent, unbiased decisions on behalf of Grant County.

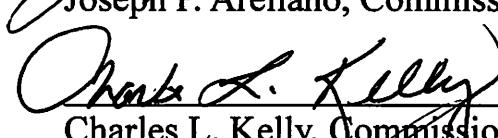
Employees may not directly supervise or otherwise participate in decisions regarding the hiring, retention, promotion, or compensation of another employee with whom they have a close personal relationship.

The above restrictions do not apply where the compensation of such an employee is \$600 or less per year.

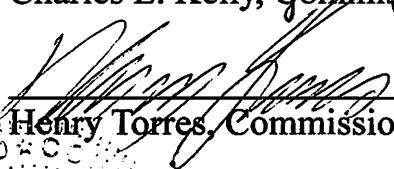
APPROVED and ADOPTED by the Board of Commissioners in an open meeting on this 11th day of March, 2004.



Joseph P. Arellano, Commissioner, District 1



Charles L. Kelly, Commissioner, District 2



Henry Torres, Commissioner, District 3

Attest:



Jeff A. Carbajal, County Clerk