

**GRANT COUNTY
RESOLUTION No. R-18-42**

ADOPTION OF GRANT COUNTY EMPLOYEE MANUAL 2018

WHEREAS, the Grant County Employee Manual (February 2005) ("2005 Manual") is outdated; and

WHEREAS, a draft Grant Employee Manual 2018 ("2018 Manual or Updated Manual") was made available to the Grant County Employees ("Employees"), free of charge, on Wednesday, September 26, 2018; and

WHEREAS, the attached Notice of Updates to Grant County Employee Manual was provided to Employees by such Notice being posted in each County Department/Office on or about September 26, 2018, informing the Employees that the 2005 Manual was being updated, that County Administration was holding a meeting to hear Employee comments on the updates on October 8, 2018, that the Updated Manual would be placed on the October 16, 2018 Commissioners' Agenda for discussion, and that the Updated Manual would be placed on the October 18, 2018 Commissioners' Agenda for approval or disapproval; and

WHEREAS, the Union President, Department Heads, and Elected Officials were provided a draft of the Updated Manual and the attached Notice on September 26, 2018; and

WHEREAS, the Grant County Board of Commissioners desires to adopt the attached updated Grant County Employee Manual (2018) to replace the 2005 Manual in its entirety, and any Resolutions revising the 2005 Manual.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the attached updated Grant County Employee Manual 2018 is hereby adopted, replacing the Grant County Employee Manual (February 2005) in its entirety, and any Resolutions revising the 2005 Manual.

BE IT FURTHER RESOLVED, that the Grant County Board of Commissioners grants the authority to County Administration to correct any typos or grammatical errors discovered in the 2018 Manual, to reorganize the 2018 Manual as Administration deems appropriate, and to create a corresponding table of contents for the 2018 Manual.

[signatures on following page]

DONE this 18th day of October 2018, in Silver City, New Mexico.

BOARD OF GRANT COUNTY COMMISSIONERS:

Gerald W. Billings Jr. Chairperson

Alicia Edwards, Vice Chair

Gabriel Ramos, Member

Brett Kasten, Member

Harry Browne, Member

ATTEST:

Marisa Castrillo,
Grant County Clerk

[SEAL]

