

AGENDA
CRAIGHEAD COUNTY QUORUM COURT
DECEMBER 12, 2016
5:30 P.M.

ASSEMBLY AND PLEDGE OF ALLEGIANCE

OPENING PRAYER

Briefing by Judge Ed Hill.

- a. Second reading of Ordinance amending the Personnel Policy regarding Conflicts of Interest, Ethics, and Nepotism.

Public Service Committee:

- a. Recommendation for appointment to the Craighead/ Jonesboro Library Board of Directors.
- b. Recommendation for appointment to the Valley View Fire Department Board of Directors.

Finance and Administration Committee:

- a. Review of any financial reports and other business pertaining to the Finance Committee.

Roads and Transportation:

- a. Road Superintendent Eugene Neff will bring the committee up to date on conditions of roads and bridges in the County at this time.

NOTE: The Budget Committee will convene after the Committee Meetings.

BE IT ENACTED BY THE QUORUM COURT OF CRAIGHEAD COUNTY, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED: "AN ORDINANCE AMENDING ORDINANCE NO. 2014-3 TO AMEND THE COUNTY EMPLOYMENT/PERSONNEL POLICY HANDBOOK."

Section 1. Section 14 of the Craighead County Employment/Personnel Policy Handbook entitled "Personnel Policies is hereby amended to read as follows:

I. Conflicts of Interest, Ethics, and Nepotism

An actual or potential conflict of interest occurs when an employee is in a position to influence a decision that may result in a personal gain for that employee or for a family member as a result of business dealings with Craighead County. For the purposes of this policy, a family member is mother, father, mother-in-law, father-in-law, son, daughter, foster or stepchildren, husband, wife, brother, sister, brother-in-law, sister-in-law, uncle, aunt, nephew, niece, grandfather, grandmother, grandson, and granddaughter.

No "presumption of guilt" is created by the mere existence of a relationship with outside firms. However, if employees have any influence on transactions involving purchases, contracts, or leases, it is imperative that they disclose it to his/her supervisor/elected official and Purchasing Department as soon as possible the existence of any actual or potential conflict of interest so that safeguards can be established to protect all parties.

Personal gain may result not only in cases where an employee or family member has a significant ownership interest in a firm with which Craighead County does business, but also when an employee or family member receives any kickback, bribe, substantial gift, or special consideration as a result of any transaction or business dealing involving Craighead County. Craighead County recognizes the right of employees to engage in activities outside of their employment which are of a private nature and unrelated to OUR activities. However, the employee must disclose conflicts so that Craighead County may assess and prevent potential conflicts of interest from arising. For more information, refer to A.C.A §14-14-1202.

The employment of persons who are related to each other is limited to employment not within the same line of supervision. No employee shall be under the direct line of supervision of a relative.

A "relative" is defined in paragraph one of this section (see above). When marriage results in an employee being supervised by a relative, the situation may be resolved by transfer to another available position in the County or resignation. If transfer alternatives are available, the employee will be given the opportunity to select among the available alternatives. If no alternative position is available within 60 days, the

County will take action to resolve the situation up to and including immediate termination.

However, this does not alter the status of that person as an "at-will" employee. The nepotism provision applies to all employees hired after the date of adoption of these personnel policies and procedures by the Craighead County Quorum Court.

Dated this _____ day of _____ 2016.

APPROVED _____
Ed Hill
County Judge

ATTEST: _____
Kade Holliday
County Clerk