

AGENDA
CRAIGHEAD COUNTY QUORUM COURT
COMMITTEE MEETINGS
July 10, 2017
5:30 P.M.

Assembly and Prayer

Roll Call

Old Business

**AN ORDINANCE AMENDING ORDINANCE NO. 2014-3 TO AMEND THE
COUNTY EMPLOYMENT/PERSONNEL POLICY HANDBOOK REGARDING
NEPOTISM.**

Public Service Committee:

- a. Discussion of any current business.

Finance and Administration Committee:

- a. Review of financial reports and discussion of any current financial matters.

Roads and Transportation Committee Meeting:

- a. County Road Superintendent Eugene Neff will update the committee concerning roads and bridges in the county.

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.

A supervisor is defined as any individual having authority in the interest of a county department to hire, transfer, suspend, layoff, recall, promote, discharge, assign, reward, or discipline other employees.

However, this does not alter the status of any person as an “at-will” employee. The nepotism provision applies to the following:

- 1. All employees with a hire date after June 26, 2017.**
- 2. Any employee with a hire date prior to June 26, 2017 forgo this “grandfather” status when transferring to a position outside the department in which they are currently employed.**

Section 2. EMERGENCY CLAUSE. There now exists in the Craighead County Employment/Personnel Policy Handbook an immediate need to amend the policy regarding Conflicts of Interest, Ethics and Nepotism. Therefore, an emergency is hereby declared to exist and this Ordinance shall be in full force and effect upon its date of passage.

Dated this 10th day of July 2017.

APPROVED _____
Ed Hill
County Judge

ATTEST: _____
Kade Holliday
County Clerk