



Whatcom County

COUNTY COURTHOUSE
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Agenda Bill Master Report

File Number: AB2021-476

File ID:	AB2021-476	Version:	1	Status:	Approved
File Created:	07/29/2021	Entered by:	MKeeley@co.whatcom.wa.us		
Department:	Human Resources Division	File Type:	Resolution		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:	08/10/2021		
Agenda Date:	08/10/2021	Enactment #:	RES 2021-028		

Primary Contact Email: kgoens@co.whatcom.wa.us

TITLE FOR AGENDA ITEM:

Resolution to adopt the Whatcom County Employee's Personnel Handbook

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Please refer to Staff memo for background and more information

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
08/10/2021	Council Finance and Administrative Services Committee	RECOMMENDED FOR APPROVAL	
	Aye: 3	Browne, Byrd, and Frazey	
	Nay: 0		
	Absent: 0		
08/10/2021	Council	APPROVED	
	Aye: 7	Browne, Buchanan, Byrd, Donovan, Elenbaas, Frazey, and Kershner	
	Nay: 0		
	Absent: 0		

Attachments: Staff Memo, Resolution, Employee Handbook

PROPOSED BY: Satpal Singh Sidhu

INTRODUCED: August 10, 2021

RESOLUTION NO. 2021-028

A RESOLUTION ADOPTING WHATCOM COUNTY EMPLOYEE'S PERSONNEL HANDBOOK

WHEREAS, County Code 3.04, Personnel System, calls for standardized personnel policies and procedures referred to as the "Whatcom County Employee's Personnel Handbook;" and

WHEREAS, salaries, benefits, and employment policies for represented employees have been bargained, updated, and adopted over time by the County Council as Collective Bargaining Agreements; and

WHEREAS, the Council adopts salaries, benefits, and employment policies for employees not represented by a union or guild in the Unrepresented Salary & Policy Resolution; and

WHEREAS, the County Executive adopts and publishes Administrative Policies & Procedures Online (APPOL) pursuant to County Code 2.76 related to County administration and administrative services (human resources, finance, information technology, and facilities); and

WHEREAS, new laws, programs, and protections related to employment and human resources have been added to collective bargaining agreements, unrepresented resolutions, and APPOL over time; and

WHEREAS, the County Executive approved the updated "Whatcom County Employee's Personnel Handbook" on August 2, 2021;


NOW, THEREFORE, BE IT RESOLVED by the Whatcom County Council that the "Whatcom County Employee's Personnel Handbook" is adopted by resolution and previous resolutions amending personnel policies are superseded. The Handbook may be amended only by resolution except for informational and non-substantive changes as necessary to keep the Handbook current.

APPROVED this 10th day of August, 2021.

ATTEST:


Dana Brown-Davis, Clerk of the Council

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON


Barry Buchanan, Council Chair

APPROVED AS TO FORM:


Karen Frakes, Chief Civil Deputy Prosecutor