



Albemarle County

Legislation Text

File #: 24-295, **Version:** 1

AGENDA DATE: 6/12/2024

TITLE:

Personnel Policy Amendments

SUBJECT/PROPOSAL/REQUEST: Consider amendments to County personnel policies to comply with federal and state laws, best practices, and reflect organizational values

ITEM TYPE: Consent Action Item

STAFF CONTACT(S): Richardson, Rosenberg, Bessette, Rice

PRESENTER (S): N/A

LEGAL REVIEW: Yes

REVIEWED BY: Jeffrey B. Richardson

BACKGROUND: Albemarle County ended the shared service Human Resources (HR) model in Fiscal Year 2023 (FY 23) and approved the formation of a HR Department dedicated to local government operations. Foundational work in establishing a government-focused HR Department includes a full review and revision of all County Personnel Policies, which is now underway. During this review, staff identified opportunities to modernize existing Personnel Policies to align with changes in legislation and public sector best practices.

Under the County Code, personnel policies and amendments are adopted by the Board of Supervisors.

STRATEGIC PLAN: Workforce & Customer Service - Recruit & retain engaged public servants who provide quality government services to advance our mission

DISCUSSION: The following personnel policies are proposed to be repealed, as they are no longer relevant, as described below.

§P-01 Employee Relations Principles

Repeal P-01. The policy, last review in 1993, states that the Board of Supervisors is the employer of all county staff and that the Board chooses to follow the personnel policies it has already adopted. This policy further states that Equal Opportunity Employment is merely a guiding principle. The content of this policy is no longer aligned with current regulations or relevant in light of more modern personnel policies.

§P-07 Personnel Policies and Goals

Repeal P-07. The policy, last reviewed in 1993, states that all personnel policies adhere to Federal and State law, which is language that is already included in each individual policy. The policy also lists the responsibilities of a Human Resources Office and Personnel Employees. The responsibilities outlined in the policy no longer include all of the functions of Human Resources and the County does not have a Human Resources Office with Personnel Staff. This policy is no longer relevant.

§P-20 Personnel Funded Through Other Than County Budget

Repeal P-20. The policy, last reviewed in 1993, states that employees of agencies for which the County is the fiscal agent, must follow all personnel policies and procedures. This language is contradictory to several memorandums of agreement the County has in place with partner agencies and elected officials. This policy also includes guidance for administering grants associated with personnel, which is a function of the Budget Office. This policy is no longer relevant.

§P-42 Staff Representation on Committees and Task Forces

Repeal P-42. The policy, last reviewed in 1993, documents procedures and advice on how to form and lead committees and teams. This document is procedural guidance and does not constitute a personnel policy.

BUDGET IMPACT: There is no budget impact associated with the proposed adoption of these amendments.

RECOMMENDATION:

Staff recommends that the Board adopt the Resolution (Attachment A), to repeal policies § P-01, § P-07, § P-20, and § P-42.

ATTACHMENTS:

A - Resolution