

CITY OF GOLD BAR, WASHINGTON
RESOLUTION NO. 19-12

A RESOLUTION OF THE CITY OF GOLD BAR, WASHINGTON AMENDING THE PERSONNEL
MANUAL

WHEREAS, the City of Gold Bar Personnel Manual does not address background checks for new employees; and

WHEREAS, the City of Gold Bar's Personnel Manual does not address employee conduct in relation to criminal activities; and

WHEREAS, the City of Gold Bar's staff utilize cell phones that are aging and in need of upgrading; and

WHEREAS, upgraded cell phones will allow City staff to utilize texting capabilities; and

WHEREAS, the City of Gold Bar's Personnel Manual currently does not allow text messages;

NOW THEREFORE BE IT RESOLVED by the governing body of the City of Gold Bar that the Personnel Manual be amended as follows.

Section I	Title 13, Hiring Process
Section II	Title 25, Employee Responsibilities and Conduct, General Policy
Section III	Severability
Section IV	Effective Date

Section I, Title 13, Hiring Process

G. As a prerequisite to beginning work with the City of Gold Bar, all potential new employees must pass a background check. If a potential new employee fails to pass a background check, and the background check is found to be valid, the employment hiring process will be terminated.

Section II, Title 25, Employee Responsibilities and Conduct, General Policy

C. If any current City employee is convicted of a crime, that employee must immediately report that information to their direct supervisor. Any conviction of a crime may result in discipline, up to and including, termination. Failure to disclose any conviction of a crime will place the employee subject to immediate termination for cause.

Section III, Severability

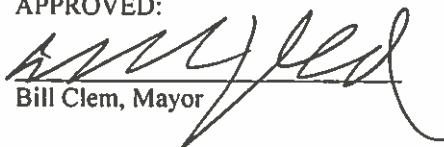
This resolution is severable and if any portion of it shall be declared invalid or unconstitutional, the remaining portion shall remain valid and enforceable.

Section IV, Effective Date

This Resolution shall take effect from, and after, its passage and approval, as provided by law.

Resolved this 17th day of September, 2019.

APPROVED:


Bill Clem, Mayor

ATTEST/AUTHENTICATED:


Lisa Stowe, Clerk/Treasurer