

Bargaining Unit employees should review their appropriate Collective Bargaining Agreement (CBA) to determine if this policy applies to them. In case of a conflict between the applicable CBA and these policies, the provision in the CBA controls.

SECTION FOUR:
EMPLOYMENT AND EQUAL EMPLOYMENT OPPORTUNITY

Policy No.: 4-1
Revision No.: 4

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09/24/2014, 7/24/2019,
06/01/2022

Board Policy

1. All employees shall be appointed to a position in the Board Appointed, Executive Service, Classified Service, or Unclassified Service pay plans. The appointment of a Department Director shall require confirmation by the Board. Employment, promotion or transfer of employees in Classified Service shall not be permanent until a probationary period is satisfactorily completed.
2. The Administrating Official will establish a standard performance evaluation form reflecting the County's values while also setting goals and desired outcomes for each employee. All permanent employees will receive an annual performance evaluation. All supervisors will be rated on their performance as supervisors.
3. The Administrating Official will establish procedures on the following items; nepotism in accordance with Florida Statutes, secondary employment, and new employee orientation.
4. The Board will provide a work environment that is free from discrimination and harassment based on race, color, national origin, religion, sex, marital status, age, disability, sexual orientation, gender identity or expression, or any other protected category, including such conduct from vendors, customers or others who enter the workplace. Discrimination against any person in recruitment, examination, appointment, training, promotion or any other employee action because of political or religious opinions or affiliations or because of race, color, national origin, religion, sex, marital status, age, disability, sexual orientation, gender identity or expression is prohibited. Veterans' Preference shall be given to eligible veterans and spouses of eligible veterans in accordance with Florida Statutes.

County Manager

County Attorney