

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.

Policy No.: 6-4

Effective: 09/23/2009

Revision No.: 1

Review Date: 09/23/2010

Non-Workplace Employee-Related Violence

OVERVIEW: This policy encourages the promotion of a safe and nonviolent workplace for all employees.

SCOPE: This policy applies to all persons employed by the Board of County Commissioners.

PROVISIONS:

1. County employees experiencing violence at home or in any arena outside of work are strongly encouraged to notify their immediate supervisor.
 - a. This information will be kept as confidential as possible, but will be used if necessary to assist management in providing a safe working environment for all employees
2. Supervisors should encourage employees to contact the Crisis Hotline, take advantage of the Employee Assistance Program or seek help and assistance through other programs.
3. The Community Support Services Department can assist the employee in finding the appropriate agency or service.
4. Employees victimized by domestic violence may be eligible for Domestic Violence leave, as outlined in Policy #7-19 of this manual.
5. The County reserves the right to take action against an employee who commits or threatens violence outside the workplace.

County Manager

County Attorney