

Chart of BOS Policy Manual Section E Revisions
1/14/14

<u>Policy No.</u>	<u>Recommendation:</u>
No. E-1 (Personnel Policies)	Revise to provide that all personnel policies will be included in Section E of BOS Policy Manual. (draft completed and attached as Attachment B-1) Include detailed procedures in Administrative Handbook.
No. E-2 (Use of Jail Inmate Workers Outside Jail)	Revise and consider moving to Section A, since this is not really a personnel policy affecting employees.
No. E-3 (Determination of Independent Contractor Services)	Revise and consider moving to Section C, Purchasing and Contracting, since this does not really affect employees. Consider putting detailed procedures in Administrative Handbook. (draft completed and attached as Attachment B-2)
No. E-4	No policy exists.
No. E-5 (Policy Prohibiting Discrimination, Harassment and Retaliation, and Reporting and Complaint Procedure)	Revise as necessary to reflect changed laws or regulations after Counsel has completed substantive review.
No. E-6 (Relocation Reimbursement)	Revise to reflect new Policies format. (draft completed and attached as Attachment B-3) Do substantive review in the future to determine if new policy direction is warranted.
No. E-7 (Recruitment Signing Bonus)	Revise to reflect new Policies format. (draft completed and attached as Attachment B-4) Do substantive review in the future to determine if new policy direction is warranted.
No. E-8 (Tuition Reimbursement Policy)	Revise to reflect new Policies format, and include on website. (draft completed and attached as Attachment B-5) Do substantive review in the future to determine if new or more explicit policy direction is warranted.