

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

November 22, 2022

APPROVING CHANGES TO VARIOUS GENERAL AND HUMAN RESOURCES POLICIES

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. Human Resources Policy L "Vacation" is updated to clarify donated leave procedures.

Section 2. Human Resources Policy T "Travel Regulations" modifies the turnaround time for travel advances and return of excess advances.

Section 3. General Policy 11 "Purchasing" updates the policy to clarify authorized purchasing levels and process for approval of leases and subscription based contracts.

Section 4. General Policy 26 "Purchasing Card" updates the program administrator.

Section 5. General Policy 33 "Budget and Financial Management" updates the terminology to coincide with GAAP phrasing and recognizes fund deletions and additions.

Section 6. General Policy 34 "Technology Use" addresses access to staff accounts and updates the telework procedures.

Section 7. General Policy 43 "Video Surveillance" adds an appendix form for staff to acknowledge responsibilities.

Section 8. This resolution shall take effect immediately.