

## **POLICY 102**

### **COVERAGE OF THE HUMAN RESOURCES POLICIES AND PROCEDURES**

**Effective 05-01-2021, Resolution No. 014-21**

To provide for consistency throughout Johnson County departments, agencies, and offices, it is the policy of Johnson County Government that the Johnson County Human Resources Policies and any Human Resources Procedures adopted by the County Manager apply to all departments, agencies, offices, and employees to the fullest extent permitted by law.

#### **Definition of “Employee”**

The term “employee,” when used in the Human Resources Policies and Procedures, means all employees and officials of Johnson County Government and its departments, agencies, and offices, regardless of funding, except as otherwise stated in a particular Human Resources Policy or Procedure, or when the definition is inconsistent with a statute, contractual obligation, or resolution of the Board of County Commissioners. “Employee” does not include individuals appointed to County boards or commissions.

#### **Departments/Agencies/Offices**

All human resources-related policies, procedures, or rules adopted by any County department, agency, or office must be consistent with the Johnson County Human Resources Policies and Procedures unless otherwise exempted by law or action of the Board of County Commissioners.

Any provision of the Human Resources Policies and Procedures that would supersede the Sheriff’s authority to hire, promote, demote, or separate employees of the Sheriff’s Office is applicable to the Sheriff’s Office only to the extent agreed to by the Sheriff and only to the extent that such provision does not conflict with the requirements of the Civil Service Board Charter Resolution.

The Johnson County District Attorney’s Office may choose to adopt these policies and the related Human Resources Procedures at its discretion, provided that the adoption must be in writing and in full.

The Board of County Commissioners may adopt human resources policies applicable solely to an individual department, agency or office as a supplement to or alternative to one or more of these Human Resources Policies when the Board determines that doing so is in the best interest of the County.