

**LUMPKIN COUNTY RESOLUTION NO. 2015 – 03**  
**A RESOLUTION TO AMEND THE LUMPKIN COUNTY EMPLOYEE HANDBOOK**

**Whereas**, recent snow and ice storms have identified a need to provide for limited and critical event mitigation and recovery operations while providing for suspension of routine and non-critical operations; and

**Whereas**, it is desired to adopt needed changes and, upon adoption, post such changes to the Lumpkin County Employee Handbook as quickly as possible;

**Now, therefore, be it resolved** that the Lumpkin County Employee Handbook shall be revised to provide as follows:

***Policy 12, Section 5: Closing of County Facilities in the Event of Emergencies***

*The closing of County facilities during inclement weather or other types of emergency weather situations will only occur when directed by the County Manager after consultation with the Board of Commissioners. It is understood that certain events sponsored by the County may be cancelled due to poor weather conditions, such as Park and Recreation activities and Senior Center activities, while the facility itself remains open and staffed by those who can travel to work. It will be the responsibility of the EMA Director to communicate County facility closings to the media and the placing of such notice on the County web site and the County's employee notification line (706-482-2403) when directed by the County Manager.*

*If the decision is made to close County offices due to inclement weather or other disaster situation, the Board of Commissioners has established that up to 32 hours of paid Administrative Leave, on a calendar year basis, will be available to non-essential personnel. Departments with essential personnel (any personnel deemed by the County Manager as necessary to sustain and conduct emergency operations) will be expected to schedule and staff employees as needed. Employees of those departments must check with their supervisor for such purposes.*

**Resolved, adopted and effective** this 17<sup>th</sup> day of March, 2015.

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Chris Dockery, Chairman  
Lumpkin County Board of Commissioners

Attest:

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Kathleen C. Walker  
Clerk, Lumpkin County