STATE OF GEORGIA
COUNTY OF CLAYTON

RESOLUTION NO. 2007 - 11

A RESOLUTION PROVIDING A STATEMENT OF POLICY REGARDING THE HIRING AND DISCIPLINING OF DEPARTMENT HEADS, AND EMPLOYEES IN THE OFFICE OF THE BOARD OF COMMISSIONERS; TO PROVIDE AN EFFECTIVE DATE OF THIS RESOLUTION; AND FOR OTHER PURPOSES

WHEREAS, the Board of Commissioners desires to provide as statement reiterating provisions in the Clayton County Code of Ordinances regarding hiring department heads and certain employees in the office of the Board of Commissioners; and

WHEREAS, the Board of Commissioners believes that it is in the best interests of the County that such a statement of policy be issued.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CLAYTON COUNTY, GEORGIA AND IT IS HEREBY RESOLVED

Section 1.	The Board of Commissioners hereby states that it is the policy of this Board that any department head employed by the county is subject to the full board of the Commissioners. Any action that is taken with respect to such department head which is appealable to the Civil Service Board will be taken only after vote of a majority of the Board. With respect to the hiring of any department head, the Board of Commissioners shall conduct the interview of the qualified candidates after such candidates are deemed qualified by the Personnel Director.

Section 2.	The Board of Commissioners hereby establishes itself as the "Department Head" as that term is defined in the Civil Service Rules and Regulations as to the following positions in the "Office of the Board of Commissioners": Office Manager, Administrative Secretary/ Receptionist, Constituent Service Coordinator, Public Relations
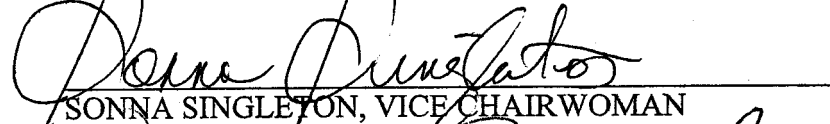
Specialist (excluding Chairman's Executive Assistant and the Secretary Assistant to the Chairman and Administrative Assistant(s)) and any other position that may be added by subsequent Board action.
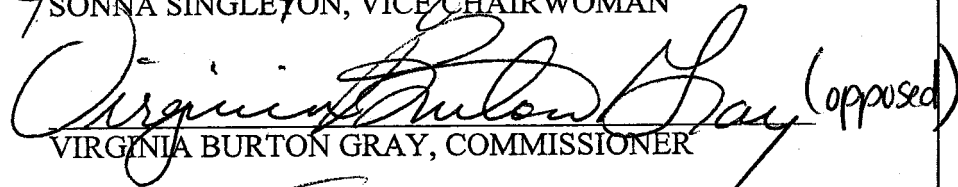
Section 3. This Resolution shall be effective on the date of its approval by the Board of Commissioners.
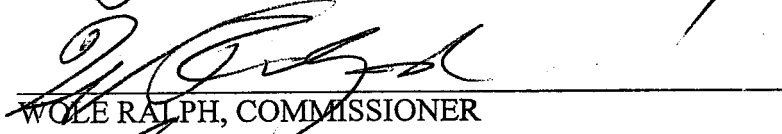
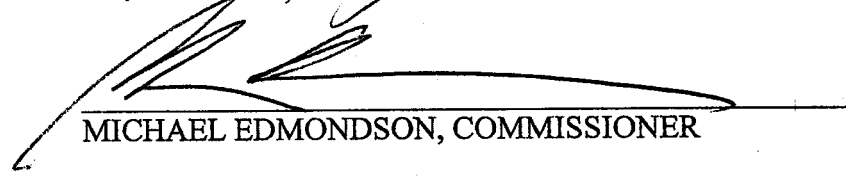SO RESOLVED, this the 2nd day of January, 2007.

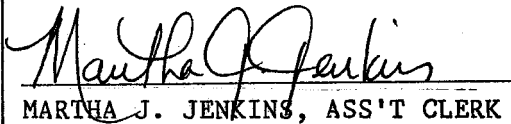CLAYTON COUNTY BOARD OF COMMISSIONERS

ELDRIN BELL, CHAIRMAN (opposed)

SONNA SINGLETON, VICE CHAIRWOMAN

VIRGINIA BURTON GRAY, COMMISSIONER (opposed)

WOLE RALPH, COMMISSIONER

MICHAEL EDMONDSON, COMMISSIONER

ATTEST:

MARTHA J. JENKINS, ASS'T CLERK