

STATE OF GEORGIA

COUNTY OF CLAYTON

RESOLUTION 2007-25

A RESOLUTION TO PROVIDE FOR THE GENERAL OVERSIGHT OF EMPLOYEES IN THE OFFICE OF THE BOARD OF COMMISSIONERS, AUTHORIZING THE VICE CHAIRMAN TO SIGN DOCUMENTS IN ADDITION TO THE CHAIRMAN, TO PROVIDE AN EFFECTIVE DATE AND FOR OTHER PURPOSES.

WHEREAS, the Clayton County Board of Commissioners desires to provide for the supervision and oversight of certain employees in the Office of the Board of Commissioners;
and

WHEREAS, the Board of Commissioners desires to provide authorization for the Vice Chairman to sign certain documents related to personnel actions in addition to the authority granted to the Chairman of the Board of Commissioners.

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

Section 1. Oversight of employees in the Office of the Board of Commissioners as defined in Resolution 2007-11 to include the positions of; Office Manager, Administrative Secretary/Receptionist, Constituent Services Coordinator and Public Relations Specialist, shall be provided by the Vice Chairman of the Board of Commissioners. Further the Vice Chairman shall sign any Request for Personnel Action ("PA") form related to those positions as the Department Head.

Section 2. The Board of Commissioners further authorizes the Vice Chairman to sign Request for Personnel Action ("PA") forms in the same manner as the Chairman, when required. The authority granted to the Vice Chairman is in addition to the authority granted to the Chairman by law.


Section 3. The Vice Chairman is authorized to request the assistance of the Staff Attorney and the Personnel Director as needed to carry out the duties authorized in Sections

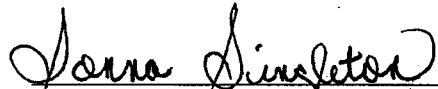
1 and 2 above.

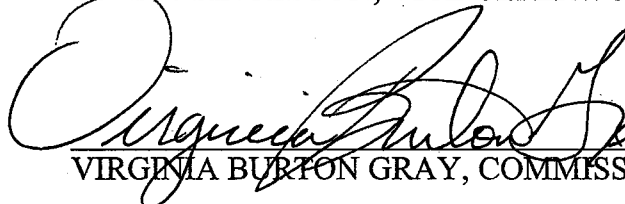
Section 4. This Resolution shall be effective on the date of its approval by the Board of Commissioners.

SO RESOLVED, this the 16th day of January 2007.

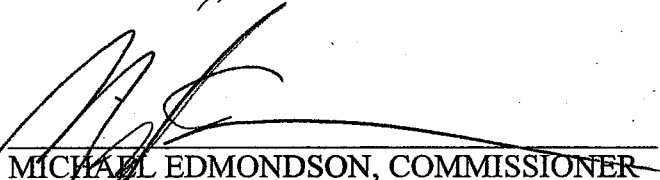
CLAYTON COUNTY BOARD OF COMMISSIONERS


ELDRIN BELL, CHAIRMAN (OPPOSED)


SONNA SINGLETON, VICE CHAIRWOMAN


VIRGINIA BURTON GRAY, COMMISSIONER (OPPOSED)


WOLE RALPH, COMMISSIONER


MICHAEL EDMONDSON, COMMISSIONER

ATTEST:


SHELBY D. HAYWOOD, CLERK