

ORDINANCE NO. 2015 BCCO-24

**AN ORDINANCE OF THE
HOWARD COUNTY BOARD OF COMMISSIONERS
AMENDING PERSONNEL POLICIES HANDBOOK
TO CLARIFY AND STANDARDIZE THE APPLICATION OF
THE 90-DAY PROBATIONARY PERIOD**

WHEREAS, the 3rd paragraph of Section 2.14 of the Howard County Personnel Policies Handbook ("Handbook") currently provides as follows:

When an employee is transferred from Trainee/D-Team, FTA, or PT to FTPR employment, the ninety (90) days probationary period can be waived if the employee has already worked for ninety (90) days and the elected official/department head determines the probationary period is not required for the job position, this is for job performance only. The pay remains at the ninety percent (90%) wage, and benefits will be based on the full-time hire date.

WHEREAS, upon advice from the PAC Committee and the Personnel Director, the Board deems it appropriate to clarify, improve and standardize this provision.

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

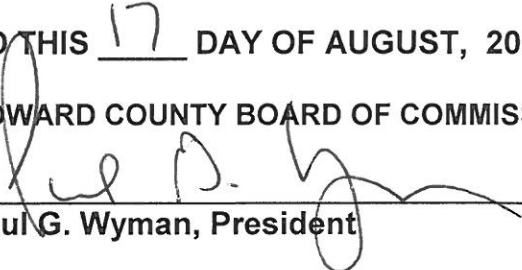
1. The foregoing third paragraph of Section 2.14 of the Handbook is hereby repealed in its entirety and replaced with the following new third paragraph:

If a person has worked in a County office or department continuously for more than ninety (90) days as an FTA or PT status and advances without interruption to a FTPR status in the same office or department, such person shall not be subject to either the 90-day probationary period imposed by Section 2.14 or the 90-95% probationary wage reduction imposed by Section 3.5 of the Handbook.

2. In all other respects Section 2.14 shall remain unchanged.
3. This Ordinance shall become effective upon adoption and signature by the Board.

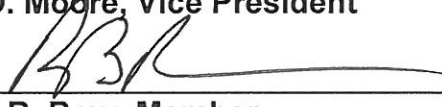
READ AND ADOPTED THIS 17 DAY OF AUGUST, 2015.

HOWARD COUNTY BOARD OF COMMISSIONERS



Paul G. Wyman, President

Tyler O. Moore, Vice President



Robert B. Bray, Member

ATTEST:



Martha J. Lake, Howard County Auditor

This Ordinance was prepared by Lawrence R. Murrell, Howard County Attorney, on July 8, 2015 and revised on August 14, 2015. No subsequent revision to this Ordinance has been reviewed by Mr. Murrell for legal sufficiency or otherwise.