



Pima County

MEETING LOCATION
Administration Bldg - East
130 W. Congress Street
1st Floor
Tucson, AZ 85701
Public Access to Hearing
Room at 8:40 a.m.

Legislation Details

File #: File ID 14327 **Version:** 1 **Name:**
Type: Addendum **Status:** No Action
File created: 4/14/2022 **In control:** Board of Supervisors
On agenda: 4/19/2022 **Final action:** 4/19/2022

Title: Personnel Policy - Change in Employment Status
Discussion/Direction/Action: Directing the County Administrator and County staff to draft a new personnel policy - or amend existing policy/policies as necessary - regarding protocols and notice expectations for an employee looking to retire, resign, take a paid or unpaid leave of absence, or otherwise leave their post indefinitely or for an extended period.

An employee wishing to initiate such a change in their employment status, if eligible, must provide written notice to their department director, Human Resources, and the County Administrator, and receive written acknowledgment or approval of same, before initiating the change. In the case of the County Administrator or Clerk of the Board, such written notice shall be delivered to the full Board of Supervisors, both by email and hard copy, at least 90 days prior to the desired date of such change. (District 2)

Sponsors:

Indexes:

Code sections:

Attachments: 1. BOS_PersonnelPolicy-ChangeinEmploymentStatus_Dist2Submittal, 2.
BOS_PersonnelPolicy_CommentLetters_4-18-22_Redacted

Date	Ver.	Action By	Action	Result
4/19/2022	1	Board of Supervisors		