LIVINGSTON COUNTY

DRUG-FREE WORK PLACE POLICY STATEMENT

RESOLUTION #2018-12-215 **LIVINGSTON COUNTY, MICHIGAN** **APPROVED: 12.17.18**

Illegal drugs in the work place present a danger to us all. Drugs impair safety and health, promote crime, lower productivity and work quality and undermine public confidence. Livingston County will not tolerate the illegal use of drugs, and now, by law, it cannot. Under the federal Drug-Free Work Place Act of 1988, in order for Livingston County to be considered a "responsible source" for the receipt of federal grant funds, Livingston County has adopted the following policy:

Effective immediately all Livingston County premises, including work sites and all Livingston County vehicles, are declared to be drug-free work places. This means:

- All employees are absolutely prohibited from unlawfully manufacturing, distributing, dispensing, possessing, or using controlled substances in the work place. This includes manufacturing, distributing, dispensing, possessing or using marijuana in the work place as marijuana remains a controlled substance under federal law.

Employees violating this policy are subject to appropriate personnel/disciplinary action, up to and including termination for the first offense, and/or other remedial measures as the individual circumstances warrant.

- Employees have the right to know the dangers of drug abuse in the work place, Livingston County's policy regarding drug use, and what help is available to combat drug problems. Livingston County will provide for a drug awareness program for all employees on the dangers of drug abuse in the work place. To assist employees in overcoming drug abuse problems, Livingston County may offer an Employee Assistance Program. See your supervisor, the Personnel Director or the Livingston County Board of Commissioners for information regarding this.
- Any employee convicted of violating a criminal drug statute in a County work place must inform the County of such conviction (including pleas of guilty and nolo contendere) within five days of the conviction occurring. Failure to so inform the County subjects the employee to disciplinary action, up to and including termination for the first offense. By law, Livingston County must notify the granting agency within 10 days of receiving such notice from an employee or otherwise receiving notice of such a conviction.
- Livingston County reserves the right to offer employees convicted of violating a criminal drug statute in the work place participation in an approved rehabilitation or drug abuse assistance program as an alternative to discipline. If such a program is offered and accepted by the employee, then the employee must satisfactorily participate in and complete the program as a condition of continued employment.

The County of Livingston supports the purpose and goals of the Act and by this policy, announces its intention to comply with the Act and make continuing "good faith" efforts to provide a drug—free work place. All employees are expected to cooperate and give this policy their full support.

ALL EMPLOYEES ARE ASKED TO ACKNOWLEDGE THAT THEY HAVE READ THE ABOVE POLICY AND AGREE TO ABIDE BY IT IN ALL RESPECTS. BY LAW, THIS ACKNOWLEDGMENT AND AGREEMENT ARE REQUIRED OF YOU AS A CONDITION OF CONTINUED EMPLOYMENT.

DATE:_____ Signature: _____

RESOLUTION **NO: 2018-12-215**

LIVINGSTON COUNTY **DATE: December 17, 2018**

Resolution to Amend the Livingston County Employee Drug-Free Work Place Policy Statement and the Personnel Manual due to the Passage of the Michigan Regulation and Taxation of Marihuana Act

WHEREAS, Livingston County adopted a Drug-Free Work Place Policy Statement on November 2, 1992 pursuant to Resolution #1192-340; and

WHEREAS, Livingston County adopted a Personnel Manual for non-union employees that was last revised on September 5, 2017; and

WHEREAS, on November 6, 2018, Michigan voters passed Proposal 1, establishing the Michigan Regulation and Taxation of Marihuana Act; and

WHEREAS, after reviewing the policy and Personnel Manual in light of the recent change in law, civil counsel recommends updates and clarifications, as presented on the attachments.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby adopts the Drug-Free Work Place Policy Statement and Personnel Manual, as amended and attached, to be effective with the approval of this resolution.

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MOVED: **Commissioner Lawrence**
SECONDED: **Commissioner Bezotte**
CARRIED: **Roll Call Vote: (9) Yes: Lawrence, Green, Domas, Helzerman, Parker, Bezotte, Griffith, Dolan and Childs; (0) No: None; Absent: (0) None**