BOARD OF SUPERVISORS - COUNTY OF MARIPOSA

RESOLUTION NO. 80 - 28

RESOLVED, by the Board of Supervisors of the County of
MARIPOSA, a political subdivision of the State of California, that;

WHEREAS, the Board of Supervisors of the County of
MARIPOSA adopted a "Personnel Policies & Procedures Handbook" on
September 19, 1978, and said Handbook has been reprinted with all
amendments thereto as of June 25, 1979; and

WHEREAS, a question has arisen in respect to the terms
"management" and "confidential" employee and the personnel policy
of the County of MARIPOSA regarding the definitions and usage of
these terms;

NOW, THEREFORE, this Board hereby determines and orders
as follows:

1. Mariposa County Resolution No. 78-149, passed and
adopted by the Board of Supervisors on August 15, 1978, is hereby
rescinded.

2. Mariposa County Personnel Policies & Procedures
Handbook §2.26 is hereby amended to read in its entirety as
follows:

2.26 Management employee: An employee who is engaged in
developing, implementing, or recommending policy,
including but not limited to (1) members of the Board of
Supervisors, County officers, and their immediate
designated alternates, including the Clerk of the Board;
(2) department heads and their designated alternates;
(3) staff aides who recommend or otherwise significantly
affect County or departmental policy; and (4) employees
who, in the opinion of the Board of Supervisors, could
become involved in employer-employee relations and
bargaining in a manner not compatible with standard labor
relations procedure.

3. Personnel Policies & Procedures Handbook 2.46 is
2.45 **Confidential employee:** An employee who, in the regular course of duties, handles or has access to confidential information of the department or office in which he/she is employed, or information considered confidential by any other County department or office.

4. §7.14 is hereby added to the Personnel Policies & Procedures Handbook to read in its entirety as follows:

7.1 **MANAGEMENT AND CONFIDENTIAL EMPLOYEES**

1. Management employees shall not be permitted to be voting members of any employee association or organization which acts as the bargaining agent or representative for County employees in matters of employer/employee relations. Management employees may become non-voting associate members of an employee association or organization and, as such, may participate without voting privileges.

2. Confidential employees shall be designated as such by the officer or person in charge of the office or department in which they are employed. Each department head and officer shall compile a list of designated confidential employees within their department to be forwarded to the Clerk of the Board. All confidential employees shall be sworn in by the Chairman of the Board of Supervisors at the regular Board meeting following the designation of an employee as a confidential employee. The employee shall promise not to permit or allow any disclosure of confidential information without the express authorization of the department head or officer in charge.

PASSED AND ADOPTED by the Board of Supervisors of the County of Mariposa this 5th day of February, 1980, by the following vote:

**AYES:** Erickson, Dalton, Moffitt, Clark, Taber  
**NOES:** None  
**ABSTAINED:** None  
**ABSENT:** None

Signed:  
ERIC J. ERICKSON, Chairman  
Board of Supervisors

APPROVED AS TO FORM:

Signed:  
RALPH J. CAMPBELL, Acting County Counsel