

STATE OF GEORGIA

COUNTY OF CLAYTON

RESOLUTION NO. 2013 – 20

A RESOLUTION TO PROVIDE FOR THE GENERAL OVERSIGHT OF EMPLOYEES IN THE OFFICE OF THE BOARD OF COMMISSIONERS; TO REPEAL CONFLICTING RESOLUTIONS; TO PROVIDE AN EFFECTIVE DATE OF THIS RESOLUTION; AND FOR OTHER PURPOSES.

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

WHEREAS, the Board of Commissioners believes it is in the best interest of the County to repeal all conflicting Resolutions which provided for the general oversight of the employees within the Office 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. The Chairman of the Board of Commissioners is hereby established as the “Department Head” as that term is defined in the Civil Service Rules and Regulations as to the following positions in the Office of the Board of Commissioners: Office Manager, Assistant to the Chairman, Administrative Secretary/Receptionist, Constituent Services Manager, Clerk and Assistant Clerk. The oversight of these employees may be provided by the Chief Operating Officer as directed by the Chairman. The Chief Operating Officer may sign any request for Personnel Action (“PA”) forms related to those positions as the Department Head. In the absence of a Chief Operating Officer, such oversight shall be provided by the Chairman of the Board of Commissioners.

Section 2. This Resolution shall be effective on the date of its approval by the Board of Commissioners. All conflicting Resolutions or parts of Resolutions are hereby repealed.

SO RESOLVED this, the 15th day of January, 2013.

CLAYTON COUNTY BOARD OF COMMISSIONERS



JEFFREY E. TURNER, CHAIRMAN



MICHAEL EDMONDSON, VICE-CHAIRMAN



SONNA SINGLETON, COMMISSIONER

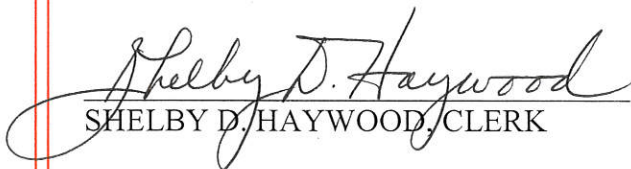


GAIL B. HAMBRICK, COMMISSIONER



SHANA M. ROOKS, COMMISSIONER

ATTEST:



SHELBY D. HAYWOOD, CLERK