

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 03/14/2018 Weekly Agenda Date: 03/20/2018

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Melissa Thomas

**WORDING FOR AGENDA ITEM:**

Termination of the following policy: Substance Abuse and Drug-Free Workplace Policy adopted by the Board of Supervisors 4/9/1996

**ACTION REQUIRED:**

- Approve Ordinance
- Approve Resolution
- Approve Motion
- Public Hearing
- Other: Informational
- Attachments

**EXECUTIVE SUMMARY:**

Duplicate policies should be rescinded. This policy and content is now covered in the Woodbury County Employee handbook Section VIII - Safety and Health 8.4 "Drug and Alcohol Testing Policy".

**BACKGROUND:**

A comparison of the employee handbook and the old policy book brought light to the fact that this policy is a duplicate. It was passed unanimously at the 3/8/18 Policy Review Committee Meeting to terminate the outdated policy.

**FINANCIAL IMPACT:**

None

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Approval of the motion to rescind the Substance Abuse and Drug-Free Work Place Policy dated 4/09/1996.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to rescind the Substance Abuse and Drug-Free Workplace Policy adopted by the Board of Supervisors 4/9/1996.