



# RESOLUTION No. 03-536

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

## A RESOLUTION AMENDING PROCEDURE FOR THE PRESENTATION OF EMPLOYEE SERVICE AWARDS

WHEREAS, the Board desires to formalize and dignify the presentation of Nevada County Employee Service Awards to eligible employees;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. On or before November 1 of each year, the Human Resources Director will provide to Department Heads a list of their employees eligible by that date to receive an employee service award.
2. The Department Heads will verify the information presented and return it to the Human Resources Director for certification.
3. The Human Resources Director will submit a requisition to the Purchasing Department for the required number of Employee Service Awards by November 15 of each year.
4. Formal presentation of Employee Service Awards will be made by members of the Board of Supervisors at a regular Board meeting in January each year.
5. Employee Service Awards will be presented following completion of continuous service in multiples of five years, i.e., five years, ten years, fifteen years, etc. Any break in continuous service must be covered by paid leave, i.e. sick leave, vacation credit or a leave of absence, as provided for by County Ordinance.

BE IT FURTHER RESOLVED that the Board of Supervisors hereby authorizes the expenditures of County funds to provide special recognition luncheons, plaques, and/or certificates for those employees receiving 15, 20, 25, etc. (continuous service in multiples of five years) Employee Service Awards.

Further resolved that this resolution repeals Resolution No. 94-71.

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 2nd day of December, 2003, by the following vote of said Board:

Ayes: Supervisors Peter Van Zant, Sue Horne, Drew Bedwell, Robin Sutherland, Barbara Green.

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

CATHY R. THOMPSON  
Clerk of the Board of Supervisors

By:



Sue Horne  
Chair

DATE	COPIES SENT TO
12/5/03	HR
	CEO
	A-C
	*Gen Serv