

ORDINANCE NO. 130, 1981

An Ordinance amending C.C.C. 3.08.100(4),
Employee Development; Travel-Training Procedures

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Chapter 3.08.100

PERSONNEL SYSTEM

Section 1. Amend section of Administrative/Personnel Ordinance 3.08.100(4)
to read as follows:

(4) Managers will identify training needs of employees and propose annually, the allocation of funds in their budget for specific training purposes programs. ~~Managers shall submit requests in advance for employees to attend training sessions, directing requests through the Personnel Director to the Board of County Commissioners. Requests will be on forms prepared by the Personnel Director.~~ Once the annual budget is approved by the Board of County Commissioners, managers will be responsible for utilizing training funds within their departments for the specific training as approved by the Board in the annual budget. Costs resulting from this training shall be charged against the BARS training account line in the department's budget. Non-budgeted training requests shall be submitted to the Board for review and action, on forms prepared by the Personnel Department, prior to employees attending the training sessions.

No County employee will be reimbursed and no County funds will be expended for fees and expenses for a training session which is ~~not approved by the Board.~~

- a. Not part of a budgeted specific training program approved by the Board of County Commissioners, or
- b. A nonbudgeted training request not specifically approved by the Board of County Commissioners prior to attending the training session.

PASSED AND ADOPTED THIS 10 DAY OF March, 1981.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Dick Lotzgesell
Dick Lotzgesell, Chairman

Don Feeley
Don Feeley

Harry L. Lydiard
Harry L. Lydiard

ATTEST:

Ben G. Stone
Clerk of the Board

Karen L. Kirby
Deputy

cc: All Departments

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