

**RESOLUTION 2001-15**

**A RESOLUTION AMENDING TOOELE COUNTY PERSONNEL POLICIES AND PROCEDURES SECTIONS 5B, CLASSIFYING INFORMATION TECHNOLOGY DEPARTMENT POSITION**

WHEREAS, the Tooele County Commission finds it necessary to amend the county's personnel policies and procedures to establish the information technology department and to make technical corrections.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF TOOELE COUNTY AS FOLLOWS:

**SECTION 1 - SECTION AMENDED:** Section 5.B. of the Tooele County Personnel Policies and Procedures is hereby amended to read as follows:

**B. POSITION CLASSIFICATION UNDER FLSA:**

1. Excluded employees include elected officials, chief deputies, members of an office holder's personal staff, immediate legal advisors to elected officials, volunteers, independent contractors, prisoners, trainees and the directors and coordinators of the following departments: aging, airport, building maintenance, emergency management, engineering, health, information technology, parks and recreation, and solid waste management. No time records are required of excluded employees.
2. a. Exempt employees include those in the following positions:

| <u>DEPARTMENT</u>    | <u>POSITION</u>                    |
|----------------------|------------------------------------|
| Aging                | Center Supervisor                  |
| Airport              | Airport Operations Supervisor      |
| Assessor             | Appraiser Supervisor               |
| Attorney             | Deputy Attorney                    |
| Attorney             | Children's Justice Center Director |
| Commission           | Director of Personnel Management   |
| Emergency Management | Assistant Director                 |
| Emergency Management | Communication Technician           |
| Emergency Management | CSEPP Coordinator                  |
| Emergency Management | CSEPP Manager                      |
| Emergency Management | Network Specialist                 |
| Emergency Management | Notification Technician            |
| Emergency Management | Public Information Officer         |
| Engineering          | Chief Building Inspector           |
| Engineering          | Planner                            |
| Engineering          | Roads Manager                      |

**Resolution 2001-14**

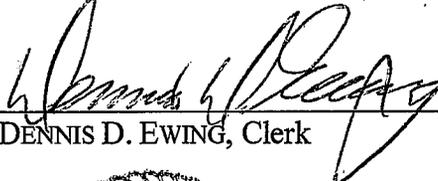
|                        |                                 |
|------------------------|---------------------------------|
| Health                 | Environmental Health Scientist  |
| Health                 | Environmental Health Supervisor |
| Health                 | Health Educator                 |
| Health                 | Nurse                           |
| Health                 | Nurse Supervisor                |
| Health                 | Nutritionist                    |
| Health                 | WIC Supervisor                  |
| Information Technology | Network Specialist              |
| Sheriff                | Jail Commander                  |
| Sheriff                | Assistant Jail Commander        |
| Sheriff                | Dispatch Supervisor             |
| Sheriff                | Hazmat Manager                  |
| Solid Waste Management | Plant Supervisor                |

**EFFECTIVE DATE:** This resolution shall take effect immediately upon passage.

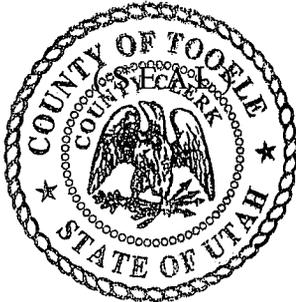
**DATED** this 25<sup>th</sup> day of September 2001.

**ATTEST:**

**TOOELE COUNTY LEGISLATIVE BODY**

  
DENNIS D. EWING, Clerk

  
DENNIS ROCKWELL, Chairman



Commissioner Rockwell voted aye  
Commissioner Hunsaker voted absent  
Commissioner White voted aye

**APPROVED AS TO FORM:**

  
DOUGLAS J. AHLSTROM  
Tooele County Attorney

**SECTION 5**  
**FAIR LABOR STANDARDS ACT APPLICABILITY**

**A. DEFINITIONS:** As used in these personnel policies and procedures:

1. "Covered employees" means those employees who are not excluded or exempt from the provisions of the FLSA.
2. "Excluded employees" or "non-covered employees" means those employees excluded from all provisions of the FLSA.
3. "Exempt employees" means those employees who are covered by the FLSA but are exempted from the minimum wage and overtime provisions of that act.
4. "FLSA" means the Fair Labor Standards Act, Title 29 United States Code, Chapter 8.

**B. POSITION CLASSIFICATION UNDER FLSA:**

1. Excluded employees include elected officials, chief deputies, members of an office holder's personal staff, immediate legal advisors to elected officials, volunteers, independent contractors, prisoners, trainees and the directors and coordinators of the following departments: aging, building maintenance, emergency management, health, information technology, engineering, parks and recreation, public relations, and solid waste management. No time records are required of excluded employees.
2. a. Exempt employees include the following positions:

| <u>DEPARTMENT</u>    | <u>POSITION</u>                    |
|----------------------|------------------------------------|
| Aging                | Center Supervisor                  |
| Airport              | Airport Operations Supervisor      |
| Assessor             | Appraiser Supervisor               |
| Attorney             | Deputy Attorney                    |
| Attorney             | Children's Justice Center Director |
| Commission           | Director of Personnel Management   |
| Emergency Management | Assistant Director                 |
| Emergency Management | Communication Technician           |
| Emergency Management | CSEPP Coordinator                  |
| Emergency Management | CSEPP Manager                      |
| Emergency Management | Network Specialist                 |
| Emergency Management | Notification Technician            |

|                        |                                 |
|------------------------|---------------------------------|
| Emergency Management   | Public Information Officer      |
| Engineering            | Chief Building Inspector        |
| Engineering            | Planner                         |
| Engineering            | Roads Manager                   |
| Health                 | Environmental Health Scientist  |
| Health                 | Environmental Health Supervisor |
| Health                 | Health Educator                 |
| Health                 | Nurse                           |
| Health                 | Nurse Supervisor                |
| Health                 | Nutritionist                    |
| Health                 | WIC Supervisor                  |
| Information Technology | Network Specialist              |
| Sheriff                | Jail Commander                  |
| Sheriff                | Assistant Jail Commander        |
| Sheriff                | Dispatch Supervisor             |
| Sheriff                | Hazmat Manager                  |
| Solid Waste Management | Plant Supervisor                |

- b. Exempt employees are covered by FLSA record keeping requirements and shall submit time records.

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**B. POSITION CLASSIFICATION UNDER FLSA:**

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2. a. Exempt employees include those in the following positions:

DEPARTMENT

POSITION

Aging

Center Supervisor

Airport

Airport Operations Supervisor

Assessor

Appraiser Supervisor

Attorney

Deputy Attorney

Attorney

Children's Justice Center Director

Commission

Director of Personnel Management

Emergency Management

Assistant Director

Emergency Management

Communication Technician

Emergency Management

CSEPP Coordinator

Emergency Management

CSEPP Manager

Emergency Management

Network Specialist

Emergency Management

Notification Technician

Emergency Management

Public Information Officer

Engineering

Chief Building Inspector

Engineering

Planner

Engineering

Roads Manager

EXH

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|                        |                                 |
|------------------------|---------------------------------|
| Health                 | Environmental Health Scientist  |
| Health                 | Environmental Health Supervisor |
| Health                 | Health Educator                 |
| Health                 | Nurse                           |
| Health                 | Nurse-Supervisor                |
| Health                 | Nutritionist                    |
| Health                 | WIC Supervisor                  |
| Information Technology | IBM Network Specialist          |
| Sheriff                | Jail Commander                  |
| Sheriff                | Assistant Jail Commander        |
| Sheriff                | Dispatch Supervisor             |
| Sheriff                | Hazmat Manager                  |
| Solid Waste Management | Plant Supervisor                |

**EFFECTIVE DATE:** This resolution shall take effect immediately upon passage.

**DATED** this \_\_\_\_ day of September 2001.

**ATTEST:**

**TOOELE COUNTY LEGISLATIVE BODY**

\_\_\_\_\_  
DENNIS D. EWING, Clerk

\_\_\_\_\_  
DENNIS ROCKWELL, Chairman

( S E A L )

Commissioner Rockwell voted \_\_\_\_\_  
Commissioner Hunsaker voted \_\_\_\_\_  
Commissioner White voted \_\_\_\_\_

**APPROVED AS TO FORM:**

\_\_\_\_\_  
DOUGLAS J. AHLSTROM  
Tooele County Attorney