

Section	Category	Policy No.	Specific Subject	Responsible Department	Last Reviewed / Updated
Section 1	Administrative / Governance Policies				
		1.01	Communications Policy <i>(Courts Only)</i>	All Courts	05/01/2008
		1.02	Accessing Corporate Counsel Policy	Administrator	09/17/2013
		1.03	Collective Bargaining Policy	Administrator	11/19/2013
		1.04	Freedom of Information Act Policy	Administrator	11/19/2013
		1.05	Minutes Policy	Administrator/Clerk	12/17/2013
		1.06	Boards and Commissions Appointment Policy	Administrator	09/16/2014
		1.07	Nonunion Personnel Policy	Administrator	02/19/2019
		1.08	Prayer Policy	Administrator	05/18/2021
Section 2	Organization Policies				
		2.01	Conflict of Interest Policy	Administrator	09/17/2013
		2.02	Sexual Harassment Policy	Administrator	10/08/2013
		2.03	Equal Employment Opportunity Policy	Administrator	11/19/2013
		2.04	Safety Policy	Administrator	03/18/2014
		2.05	Anti Fraud and Abuse Policy	Administrator	05/20/2014
	2.06	Title VI Non-Discrimination Policy	Administrator	4/20/2021	
Section 3	Workplace Environment Policies				
		3.01	Enhanced Access to Records Policy	I.T./Planning	04/16/2013
		3.02	Electronic Mail Policy	I.T.	06/18/2013
		3.03	Information Technology Resources Policy	I.T.	06/18/2013
		3.04	Electronic/Cellular Device Etiquette Policy	Administrator	09/17/2013
		3.05	Fixed Asset Disposal Policy	Administrator/I.T.	01/21/2014
		3.06	Drug Free Work Environment Policy	Administrator	01/15/2019
		3.07	Telework Policy	Administrator	
Section 4	Building & Property Policies				
		4.01	Office Furnishings Policy	Administrator	12/17/2013
		4.02	Facility Use Policy	Administrator	05/20/2014
Section 5	Employee Benefits and Policies				
		5.01	Travel Policy	Administrator	07/19/2011
		5.02	Vehicle Use Policy	Administrator	10/09/2012
		5.03	Insurance Requirements Policy	Administrator	05/21/2013
		5.04	Social Security Number Privacy Policy	Administrator	09/17/2013
		5.05	Re-Employment after MERS Retirement Policy	Administrator	10/08/2013
		5.06	Reimbursement Policy	Clerk	12/17/2013
		5.07	Per Diem Policy	Administrator	11/18/2014
		5.08	Family Medical Leave Act Policy	Administrator	04/21/2015
		5.09	Temporary Emergency Leave Policy	Administrator	01/19/2021
Section 6	Wage and Salary Administration Policies				
		6.01	On Call Policy	Administrator	10/08/2013
		6.02	Compensation for NonExempt Employees/Conf.	Administrator	02/19/2019
		6.03	Special Attendance and Staffing Policy	Administrator	03/17/2020
Section 7	Financial and Investment Policies				
		7.01	Capital Improvements Program / Budget Policy	Clerk/Treasurer/Planning	N/A
		7.02	Fund Balance Policy	Treasurer	11/22/2011
		7.03	Financial Depository Policy	Treasurer	05/21/2013
		7.04	Investment Policy	Treasurer	12/14/2021
		7.05	Accounting and Financial Reporting Policy	Clerk	08/20/2013
		7.06	Annual Audit Policy	Clerk	08/20/2013
		7.07	Interest Accrual Policy	Clerk	08/20/2013
		7.08	Budget Control / Expenditures Policy	Clerk	08/20/2013
		7.09	Operating Budget Policy	Clerk	08/20/2013
		7.10	Special Appropriations Policy	Clerk	08/20/2013
		7.11	Automated Clearing House Policy	Treasurer	10/08/2013
		7.12	Credit Card Policy	Admin/Clerk/Treasurer	02/18/2014
		7.13	Credit Card Acceptance and Use Policy	Admin/Clerk/Treasurer	02/18/2014
		7.14	Reserves Policy	Clerk/Treasurer	05/20/2014
7.15	Cash Handling Policy	County Treasurer	08/18/2020		
Section 8	Housing, Grants, & Mapping Policies				
		8.01	Land Bank Fast Track Authority Policy	Treasurer	05/21/2013
		8.02	Fair Housing & Equal Opportunity Policy	Planning	11/19/2013
		8.03	Grants Management Policy	Clerk/Treasurer/Planning	07/21/2020