

BOARD OF ALDERMEN

ITEM NO. C(15)

**AGENDA ITEM ABSTRACT
MEETING DATE: June 19, 2007**

**SUBJECT: Town Code Amendment Revising the Personnel Ordinance as it Relates to
Personnel Records and Bereavement Leave**

DEPARTMENT: Human Resources	PUBLIC HEARING: No
ATTACHMENTS: A. Ordinance	FOR INFORMATION CONTACT: Desiree White – 918-7321 or Mike Brough – 929-3905

PURPOSE

The purpose of this item is to present to the Board the changes to the Personnel Ordinance that would update the section on personnel records in accordance with the North Carolina General Statutes, and correctly reflect the Town’s policy on bereavement leave.

INFORMATION

During the staff’s revision of the Personnel Ordinance last year, the sections on personnel records and bereavement leave were not updated appropriately. The requested changes reflect current policies and procedures.

RECOMMENDATION

The staff recommends that the Mayor and Board of Aldermen adopt the attached ordinance.