

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF TEHAMA
ADDING CLARIFYING LANGUAGE TO THE TEHAMA COUNTY PERSONNEL RULES**

WHEREAS, effective beginning in 2017, through the Personnel Procedures & Guidelines Ad Hoc Committee, the Tehama County Personnel Office began compiling a comprehensive list of personnel rules referred to as the Tehama County Personnel Rules; and

WHEREAS, TCPR §1101: Personnel Rules (General Provisions) was developed by the Personnel Office, vetted through the Personnel Procedures & Guidelines Ad Hoc Committee, exclusively recognized employee organizations (bargaining units), department heads, and approved by the Board of Supervisors on December 5, 2017, with the intention of outlining the purpose of the Tehama County Personnel Rules, including but not limited to; identifying which employees the Tehama County Personnel Rules are applicable to; and

WHEREAS, as the Tehama County Personnel Rules continue to be drafted and approved, this document has evolved to encompass seventy-nine (79) personnel rules and is approximately two-hundred and thirty-five (235) pages in length which is a testament to the collaboration of the Tehama County Personnel Office and the Personnel Procedures & Guidelines Ad Hoc Committee and their commitment to developing a comprehensive manual; and

WHEREAS, it was recently recommended by the Tehama County Grand Jury that the Tehama County Personnel Rules be revised to identify which personnel rules apply to elected officials, specifically; TCPR §1101: Personnel Rules (General Provisions) should be revised to more accurately reflect which Tehama County Personnel Rules apply to elected officials; and

WHEREAS, the Tehama County Personnel Rules manual will be also updated to more accurately reflect that the provisions of the Tehama County Personnel Rules shall not supersede any state law, federal law or current collective bargaining agreement between an employee organization and Tehama County. Further, the provisions of the Tehama County Personnel Rules shall not preclude specific County departments from developing **more restrictive** operational policies and procedures; and

WHEREAS, a list of all seventy-nine (79) Tehama County Personnel Rules was recently reviewed by the Personnel Rules Committee, and a recommendation was made to categorize the rules into three different classes as follows; and

WHEREAS, the first class will include elected officials (Exhibit A) and read as follows within the “applicable to” section of each personnel rule in this class: Pursuant to TCPR §1101: Personnel Rules (General Provisions), this Personnel Rule applies directly to all Tehama County employees, including elected officials (appointed and elected). Department heads and elected officials (appointed and elected), must abide by and enforce these policies within their departments; and

WHEREAS, the second class will exclude elected officials (Exhibit B) and read as follows within the “applicable to” section of each personnel rule in this class: Pursuant to TCPR §1101: Personnel Rules (General Provisions), this Personnel Rule applies to all Tehama County employees, excluding elected officials (appointed and elected). Although

elected officials are excluded, they must be familiar with the rules and enforce these policies within their departments; and

WHEREAS, the third class includes elected officials appointed by the Tehama County Board of Supervisors (Exhibit C) and read as follows: Pursuant to TCPR §1101: Personnel Rules (General Provisions), this Personnel Rule applies only to those elected officials appointed by the Tehama County Board of Supervisors through the recruitment process. Appointed elected officials must be familiar with the rules, abide by the rules, and enforce these policies within their departments; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Tehama, approve the revisions to the Tehama County Personnel Rules as outlined in this resolution and accompanying Exhibits (A, B, C).

The foregoing resolution was offered on a motion by Supervisor _____, seconded by Supervisor _____, and carried by the following vote of the Board:

AYES:

NOES:

ABSENT OR NOT VOTING:

CHAIR, Board of Supervisors

STATE OF CALIFORNIA)
) ss
COUNTY OF TEHAMA)

I, SEAN HOUGHTBY, County Clerk and ex-officio Clerk of the Board of Supervisors of the County of Tehama, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said Board of Supervisors on the _____ day of _____, 2026.

DATED: This _____ day of _____, 2026.

SEAN HOUGHTBY, County Clerk and ex-officio
Clerk of the Board of Supervisors of the County of
Tehama, State of California.

By _____
Deputy