

RESOLUTION NO. 18-028
RESOLUTION APPROVING AND ADOPTING AMENDMENTS
TO THE PERSONNEL POLICY AND EMPLOYEE MANUAL FOR THE
HARRISON TOWNSHIP FIRE DISTRICT #1

WHEREAS, the Harrison Township Fire District #1 (“HTFD”) has heretofore adopted certain personnel policies and procedures that are memorialized within the HTFD’s Personnel Policy & Employee Manual; and

WHEREAS, the Board of Fire Commissioners has determined that certain revisions to said policies and procedures are required as they pertain to alcohol and drug testing; and

WHEREAS, it is the intent of this Resolution to approve and adopt these updated policies and procedures;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Harrison Township Fire District that the attached drug and alcohol policy and consent form is hereby approved and adopted; and

BE IT FURTHER RESOLVED that this policy and consent form shall become a part of the HTFD’s Personnel Policy & Employee Manual and applies to all appointees, employees and volunteers of the HTFD; and

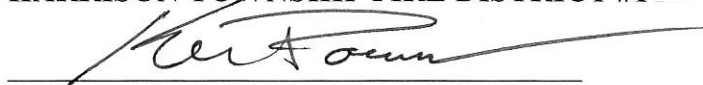
BE IT FURTHER RESOLVED that a copy of said drug and alcohol policy and consent form shall be distributed to each and every employee and volunteer, who shall sign and return same to the Fire Official/Business Administrator, Brian A. Bartholomew, who shall place a copy in each individual’s personnel file.

ATTEST



LAWRENCE MOORE
SECRETARY

**BOARD OF FIRE COMMISSIONERS OF THE
HARRISON TOWNSHIP FIRE DISTRICT #1**



KEN POWELL
CHAIRMAN

Dated: 9/19/18