



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 5/20/2025

New Business

Department: Human Resources

Presenter(s): Karen Marshall

Contact(s): Karen Marshall, Interim Human Resources Director

Subject: Amendments to the County Personnel Ordinance and Benefits Policy, approval of the Position Classification Policy, and awareness of the Workplace Violence and Recruiting and Selection policies.

Brief Summary:

A public hearing will be held regarding proposed updates to the Personnel Ordinance. These updates include the removal of three policies from the Personnel Ordinance and shifting those policies to standalone policies:

- Position Classification – for Board Approval
- Recruiting and Selection – for Board Awareness
- Workplace Violence – for Board Awareness

This request also seeks to amend the Benefits Policy. This policy was edited to provide expanded access to the NC 401(k) Plan for all employees.

Recommended Motion & Requested Action:

- Hold a public hearing for the Personnel Ordinance Updates
- Approve the resolution amending the Personnel Ordinance
- Approve the new Position Classification Policy and amended Benefits Policy
- Approve the changes regarding the applicability language in all board approved policies

County Manager's comments and Recommendation: Approve as presented.