

**CITY OF COFFMAN COVE**

**RESOLUTION 22 10**

**A RESOLUTION OF THE CITY OF COFFMAN COVE, ALASKA AMENDING THE EMPLOYEE HANDBOOK TO INCLUDE LANGUAGE ADDRESSING CHILDREN IN THE WORKPLACE**

**WHEREAS**, the City of Coffman Cove, as an employer, seeks to periodically review its employee handbook, establishing personnel policies that provide a professional, orderly and safe working environment for employees and customers; and

**WHEREAS**, the City expects its employees to follow rules of conduct that will protect the interests and safety of all employees and those the City serves; and

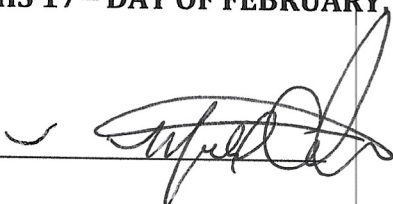
**WHEREAS**, having children in the workplace not only increases violations of safety standards but prevents a more conscientious and considerate environment for employees and customers alike; and

**WHEREAS**, the City requires all employees to arrange childcare prior to working so that workplace etiquette remains a priority and equitable treatment of all employees is ensured; and

**WHEREAS**, disciplinary action including verbal warning, written warning, suspension with or without pay, or termination of employment, depending on the severity of the problem and number of occurrences, may be implemented.

**NOW THEREFORE BE IT RESOLVED**, Section 701: "Employee Conduct and Work Rules" of the Employee Handbook shall be amended to include the aforementioned language regarding children in the workplace.

**PASSED AND APPROVED BY A DULY CONSTITUTED QUORUM OF THE CITY COUNCIL THIS 17<sup>th</sup> DAY OF FEBRUARY, 2022.**



Vice Mayor, Mikael Ashe



Clerk, Gina Cavaretta