

BOARD OF COUNTY COMMISSIONERS

Eric K. Maxwell, Chairman
Randy Ognio, Vice Chairman
Steve Brown
Charles W. Oddo
Charles D. Rousseau



FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator
Dennis A. Davenport, County Attorney
Tameca P. White, County Clerk
Marlena Edwards, Deputy County Clerk

140 Stonewall Avenue West
Public Meeting Room
Fayetteville, GA 30214

AGENDA Special Called

January 31, 2018
1:00 p.m.

Welcome to the meeting of your Fayette County Board of Commissioners. Your participation in County government is appreciated. All regularly scheduled Board meetings are open to the public and are held on the 2nd and 4th Thursday of each month at 6:30 p.m.

Call to Order

Acceptance of Agenda

1. Consideration of Vice Chairman Randy Ognio's request to address access to personnel files by members of the Board of Commissioners.

ADJOURNMENT:

COUNTY AGENDA REQUEST

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Consideration of Vice Chairman Randy Ognio's request to address access to personnel files by members of the Board of Commissioners.

Background/History/Details:

Policy 436.03 Confidential Information is included as backup.

What action are you seeking from the Board of Commissioners?

Approval that the Board of Commissioners adhere to Fayette County Policy 436.03 Confidential Information related to personnel files.

If this item requires funding, please describe:

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

**FAYETTE COUNTY
POLICIES AND PROCEDURES**

**HR - CONFIDENTIALITY
Confidential Information
436.03**

PURPOSE

All personnel records of employees and all records and materials relating to the administration of the Human Resources system shall be considered confidential and the property of the County. An employee may not make use of or permit others to make use of confidential information acquired for the purpose of furthering a private interest acquired by virtue of employment with Fayette County. Information obtained in the course of official duties shall not be released by any employee other than by those officially charged with this responsibility.

POLICY

There shall be a consistent and uniform process for requesting and handling of personnel information of County employees.

PROCEDURE

All requests for personnel information must be processed through the Human Resources Department. The release of personnel records is governed under the Georgia Open Records Act.