



CENTRAL PINES

REGIONAL COUNCIL

Central Pines Regional Council A Resolution Amending the Central Pines Regional Council Personnel Policy

WHEREAS, Central Pines Regional Council has a personnel policy that governs the way in which staff members interact with the organization and one another; and,

WHEREAS, the Board of Delegates adopted the last amendment of the Personnel Policy on September 25, 2024; and,

WHEREAS, it is necessary for the Central Pines Regional Council to make the following revisions; and,

WHEREAS, an introduction section has been added to the policy; and,

WHEREAS, Article V. Conditions of Employment, the following change has been made:

- **Immediate Family Employment Prohibition** – CPRC prohibits employment of any person who is an immediate family member of certain positions: Deputy Executive Director added (Executive Director, CFO, and CPRC Board members already included); and,

WHEREAS, Article VI. Employee Benefits, the following changes have been made:

- **Ending Health Insurance Reimbursement** – Updated health insurance reimbursement terms for employees not on CPRC insurance. Will sunset on June 30, 2025.
- **Educational Assistance tied to Budget Availability** – Added budget availability clause to Educational Assistance Program; and,

WHEREAS, Article VII. Holidays & Leaves of Absence, the following changes have been made:

- **Short Term Disability** – Clarifies that Short-Term Disability is now an employee-paid benefit.
- **FMLA Adjustment** – Allowing an employee the flexibility to take paid or unpaid leave when on FMLA.
- **Addition of Paid Maternity Leave** – Proposing a 12-week/450 hours employee-paid Maternity Leave section that can be used consecutively or intermittently.
- **Volunteer Leave** – It is clarified that Volunteer Leave cannot be requested to be taken after a resignation has been submitted; and,

WHEREAS, Article IX. Unsatisfactory Job Performance & Misconduct, the following changes have been made:

- **Procedures** – Expanded definitions, clearer procedures.
- **Clarifications** – Clarifies the role of a Personal Improvement Plan v. disciplinary action. Clarifies the process for communication and warning procedures for unsatisfactory job performance; and,

WHEREAS, throughout the document, small formatting changes needed to be made and additional items needed to be reviewed by the CPRC attorney due to legal aspects of the policy; and,

NOW, THEREFORE, BE IT RESOLVED that the Central Pines Regional Council Executive Committee that the following amendments is hereby incorporated through the adoption of this Resolution.

Adopted and approved on this 19th day of November 2025.



Byron McAllister, Chair

Attest:



Lee Worsley, Executive Director