

**HARDIN COUNTY FISCAL COURT  
RESOLUTION NO. 2019-148**

**BE IT RESOLVED**, upon recommendation of Judge/Executive Harry L. Berry, with concurrence of the Resources and Community Support Committee, to approve the following addition to the Hardin County Personnel Policies and Procedures Handbook: Chapter 3: Compensation, Section XVIII: On-Call Policy.

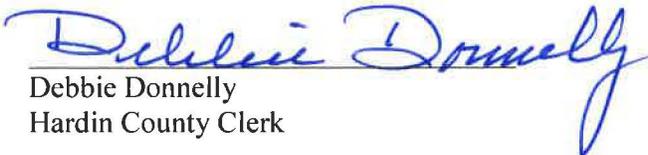
**BE IT FURTHER RESOLVED**, upon recommendation of Judge/Executive Harry L. Berry, with concurrence of the Resources and Community Support Committee, to approve the following pursuant to the Hardin County Personnel Policies and Procedures Handbook: Chapter 3: Compensation, Section XVIII: On-Call, Subsection B: On-Call Pay:

- On-call duty daily rate of \$15.00
- On-call hourly minimum of three (3) hours

**ADOPTED**, by the Hardin County Fiscal Court in its Regular Meeting on 24 September 2019.

  
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Harry L. Berry  
Hardin County Judge/Executive

ATTEST:

  
\_\_\_\_\_  
Debbie Donnelly  
Hardin County Clerk

## **Section XVIII On-Call**

A. Certain full time employees working for the county are required to be on-call for periods of time. Department supervisors will provide employees with the on-call schedule and response times. On-call employees are entitled to the following:

1. Employees on-call are not required to remain on county premises nor are they subject to restricted movements from their residence. However, they are required to be within the response times provided by the department.
2. On-call employees are not required to restrict his or her activities, but must remain free from the use of alcohol or illegal drugs, along with refraining from taking any prescription drugs that may affect his or her ability to safely and effectively perform the job. Refer to the Drug Free Workplace Ch.7 Section XII.
3. Employees generally will have no more than one on-call week per pay period subject to department staffing levels.
4. If an employee has a conflict in their schedule and is unable to be oncall during his or her assigned week, it is the employee's responsibility to make arrangements with his or her supervisor for another employee to cover their on-call shift.
5. An employee who fails to respond to a call or fails to find a supervisor approved replacement is subject to disciplinary actions.

B. On-Call Pay

1. Employee on-call daily rates and hourly minimums will be set by Fiscal Court.
2. Non-exempt employees will be paid at their overtime rate. Exempt employees do not qualify for on-call compensation.
3. Overtime pay for a non-exempt employee who is called out shall be paid at the hourly minimum according to law and set by Fiscal Court, even if the work performed on each call-out is less than the hourly minimum.
4. The Judge/Executive determines which departments can utilize on-call duty.