



# Medina County Policy Manual



<b>Policy: Rights of Employer</b>	<b>Section: Introduction</b>	<b>Number: 1.060</b>
<b>Issued: 09/17/07</b>	<b>Reviewed/Revised:</b>	<b>Page #: 1 of 2</b>

A. The Board of Commissioners maintains the ultimate authority to establish, interpret, and administer policies and direct the operations of the department/agency under his/her jurisdiction. Consistent with applicable law, the Board's rights include, but are not limited to, the following:

1. Hire, promote, demote; set the standard work week and wage rates; and establish job classifications, holiday and vacation schedules, sick leave policy and discipline;
2. To manage and direct its employees, including the right to select, hire, promote, transfer, assign, evaluate, lay off, recall, reprimand, suspend, discharge, and discipline;;
3. To issue, modify, delete, and enforce reasonable work rules, policies, and procedures;
4. To determine the size and composition of the work force and the organizational structure of each department/agency;
5. Determine the qualifications of employees;
6. Determine the hours of work, work schedules, and overtime;
7. Determine the work assignments of its employees;
8. Determine the basis for selection, retention and promotion of employees to or for positions;
9. To determine the department's/agency's goals, objectives, programs, and services, and to use personnel in a manner designed to effectively and efficiently meet these purposes;
10. To determine the department's/agency's budget and uses thereof;

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11. Determine the type of equipment used and the sequence of work processes;
12. Determine the making of technological alterations by revising either the process, equipment or both;
13. Determine work standards and the quality and quantity of work to be produced;
14. Select and locate buildings and other facilities;
15. Establish, expand, transfer and/or consolidate work processes and facilities;
16. To maintain the security of records and other pertinent information
17. Terminate or eliminate all or any part of its work or facilities;
18. All functions, rights, powers, responsibilities and authority regarding its work, business and the direction of its workforce not otherwise abridged, deleted, granted or modified by court order, labor agreements or any applicable law.