



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding updates to the Personnel Policy

Department: Administration/Human Resources

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

When the Personnel Policy was updated in May 2022, the reference to “certain safety related positions’ in Chapter 16 – Drug Free Workplace (16.08), was inadvertently left out. This action will add this language back.

Current Language

16.08 U.S. Department of Transportation (DOT) Drug and Alcohol Testing

The City shall comply with the Department of Transportation rules requiring drivers who hold a position requiring a Commercial Driver’s License (CDL) to submit to random alcohol and drug testing. Employees holding a position that requires a commercial driver’s license shall be tested on a random, unannounced basis for drugs and alcohol. The testing shall be performed with unpredictable frequency throughout the year. Employees shall be randomly selected for testing from a pool of employees who hold a commercial driver’s license.

Proposed Revision

16.08 Random Drug and Alcohol Testing

The City shall comply with the Department of Transportation rules requiring drivers who hold a position requiring a Commercial Driver’s License (CDL) to submit to random alcohol and drug testing. *Additionally, employees in safety-sensitive positions* shall be required to submit to random alcohol and drug testing. The testing shall be performed with unpredictable frequency throughout the year. Employees shall be randomly selected for testing from a pool of employees who hold CDLs and/or are in safety-sensitive positions.

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

Consider and approve recommended update