



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: April 12, 2023

SUBJECT: Resolution No. 2023-001 Establishing an Appeals Process for Trespass Notices and Adoption of Risk Management Policy (RM-5): Trespass Notice Policy

RECOMMENDED MOTION:

Move approval of Resolution No. 2023-001 and Risk Management Policy – RM 5, establishing a policy for trespass notices and an appeals process.

BACKGROUND AND POLICY IMPLICATIONS:

The Risk Manager investigates incidents and as appropriate, issues a trespass notice to individuals who violate the County's Prevention of Violence in the Workplace Policy or create unacceptable disturbances in the work place. Previously, there has been no established policy to guide staff in filing a trespass notice request, guide the Risk Manager and departments in issuing a trespass notice, and offer trespassed individuals an appeals process.

County Commissioners may delegate authority the Risk Manager to trespass individuals from County buildings and properties and the County Administrator to review and make a decision on trespass notice appeals to perform these actions on their behalf.

All trespassed individuals will continue to have access to County services and be required to pre-arrange any visit. The County may also develop alternative methods to provide services to the trespassed individual.

BUDGET IMPACTS:

N/A

ATTENDANCE:

Stephanie Robinson, Administrative Analyst
Erik Kropp, Deputy County Administrator