

RESOLUTION NO. 2026-

**A RESOLUTION ACCEPTING AND APPROVING REVISIONS
TO THE EMPLOYEE PERSONNEL POLICY HANDBOOK;
WITHIN THE CITY OF INDEPENDENCE, BUCHANAN
COUNTY, IOWA.**

WHEREAS, the Council met on Monday, February 23, 2026, and reviewed and approved revisions to the Employee Personnel Policy Handbook for the City of Independence, Buchanan County, Iowa, as noted:

1. **Section 4.4 Family and Medical Leave of Absence Policy** – Clarified the type of leaves and the order they can be used in.
2. **Section 5.4 HIPPA Medical Privacy Policy: Basic Requirements** – This is a new section that outlines the policies and procedures used to protect the privacy and confidentiality of protected health information (PHI) whenever it is used by company representatives.
3. **Section 5.5 Voluntary Payroll Deductions** – renumbered from 5.4
4. **Section 5.6 Social Media Policy** – renumbered from 5.5

WHEREAS, the Council has authorized the City Clerk to proceed with updating the policy with these revised provisions and distributing them to employees, and obtaining acknowledgement of receipt of the revisions to place in personnel files.

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, BUCHANAN COUNTY, IOWA, that the Council met on Monday, February 23, 2026, at 5:30 p.m. in City Hall and by majority vote approved a Resolution accepting and approving revisions to the Employee Personnel Policy Handbook; within the City of Independence, Buchanan County, Iowa.

RESOLUTION NO. 2026- was passed and approved by a majority vote of the City Council of Independence, Iowa, on the 23rd day of February 2026.

Record of Voting:

Ayes:

Nays:

Absent:

RESOLUTION NO. 2026- declared passed and adopted by the Mayor on this 23rd day of February 2026.

Brad Bleichner, Mayor of the City of Independence, Iowa

ATTEST:

Susi Lampe, CMC, IaCMC, IaCFO,
Assistant City Manager/City Clerk/Treasurer of the City of Independence, IA