



Council Agenda Item

Meeting Date: December 5, 2023

Agenda Item: DOT-Regulated Employee Alcohol Misuse Prevention & Anti-Drug Policy

Staff Contact (name, email, phone): Sara Marquardt, smarquardt@whitewater-wi.gov, 262-473-1387

BACKGROUND

(Enter the who, what when, where, why)

1. Federal and State regulations require alcohol and controlled substance testing of drivers who are required to have a commercial driver's license as well pre-employment and annual queries of the federal and state databases of commercial driver's license holders.
2. A review of the Employee Manual, the Drug Free Workplace Policy, Emergency Procedures Policy, Use of Vehicles for City Business Policy and Workplace Safety Policy did not produce policy verbiage specifically addressing the requirements of the regulations.
3. Additionally, effective January 6, 2020, additional federal requirements were enacted regarding pre-employment and annual clearinghouse queries for commercial driver's license holders.
4. The purpose of this policy is to establish an alcohol and controlled substances testing program to help prevent accidents, injuries and property damage resulting from the misuse of alcohol and the use of controlled substances by drivers of commercial vehicles.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

October 26, 2023 – City Attorney policy review complete.

November 15, 2023 – Safety Committee review and recommendation complete.

FINANCIAL IMPACT

(If none, state N/A)

Impact is minimal. Each query is \$1.25 for approximately 22 drivers.

STAFF RECOMMENDATION

Staff recommends passage of the policy.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. DOT-Regulated Employee Alcohol Misuse Prevention & Anti-Drug Policy