

RESOLUTION NO. 2026-2709

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF OKLAHOMA COUNTY, OKLAHOMA, ADOPTING THE OKLAHOMA COUNTY EMPLOYEE HANDBOOK AND REPEALING THE OKLAHOMA COUNTY 2021 INTERIM EMPLOYEE HANDBOOK

WHEREAS, Title 19 Section 339(10) of the Oklahoma Statutes state that the Board of County Commissioners for each county shall “develop personnel policies for the county with the approval of a majority of all county elected officers, as evidenced in the minutes of a meeting of the board of county commissioners or the county budget board”;

WHEREAS, the Board of County Commissioners of Oklahoma County recognizes the need for a comprehensive Employee Handbook to provide clear guidance on employee policies, conduct, and best practices for all county employees; and

WHEREAS, a Handbook Committee was established to draft and review a proposed Oklahoma County Employee Handbook; and

WHEREAS, the proposed Employee Handbook has been reviewed and approved by the civil division of the District Attorney’s Office for legal sufficiency; and

WHEREAS, the proposed Employee Handbook has been reviewed and approved by the Budget Board, comprised of the eight (8) county elected officials; and

WHEREAS, the Board of County Commissioners has reviewed the proposed Employee Handbook and finds it to be in the best interest of Oklahoma County and its employees; and

WHEREAS, it is the intent of the Board that, upon adoption, the new Employee Handbook will replace and supersede the Oklahoma County 2021 Interim Employee Handbook in its entirety;

NOW, THEREFORE IN FURTHERANCE THEREOF, BE IT RESOLVED BY THE BOCC THAT:

1. The Oklahoma County Employee Handbook, as presented to the Board, is hereby adopted.
2. The Employee Handbook shall take effect on July 1, 2026.
3. Upon the effective date, the Oklahoma County 2021 Interim Employee Handbook is hereby repealed and superseded in its entirety by the adopted Employee Handbook. Any prior policies, resolutions, or portions thereof that conflict with the adopted Employee Handbook are hereby repealed to the extent of such conflict.
4. The County MIS Department is authorized and directed to disseminate the Oklahoma County Employee Handbook to all county employees, posting on official county desktop and laptop computers replacing the Oklahoma County 2021 INTERIM Employee Handbook.

Adopted on this _____ day of June, 2026.

BOARD OF COUNTY COMMISSIONERS OF OKLAHOMA
COUNTY

BOCC Chair, County Commissioner, District Two

County Commissioner, District One

Interim County Commissioner, District Three

ATTEST:

Maressa Treat, County Clerk