

CITY OF HUMBLE

RESOLUTION NO. 17-782

A RESOLUTION OF THE CITY OF HUMBLE, TEXAS, AMENDING SECTION 2.09.02 “MEDICAL/PHYSICAL EXAMINATIONS - CURRENT EMPLOYEES”, SECTION 3.01 “SELECTION AND HIRING/FILLING VACANT POSITIONS – NEW EMPLOYEES”, AND SECTION 6.10 “TO RECEIVE SICK LEAVE PAY” OF THE CITY OF HUMBLE PERSONNEL POLICIES.

WHEREAS, the City Council of the City of Humble, Texas deems it a necessity to amend Section 2.09.02 “Medical/Physical Examinations – Current Employees” of the Personnel Policies of the City of Humble to read as follows:

2.09.02 CURRENT EMPLOYEES: In the interest of safety, for transfer or promotion to job classifications designated as having *greater or additional* physical requirements, or for any other reasonable cause for concern as to an employee’s ability to perform job-related functions, the City may require an employee to report to a physician of the City’s choosing for a physical or mental examination to determine if the employee can perform the essential functions of the job with or without a reasonable accommodation. Refusal to submit to an examination may be cause for discharge. ~~An employee is expected to maintain the same minimum standards of physical and mental fitness required of new applicants for your particular job functions.~~ All department requests for evaluations shall be coordinated by the department administrator or their designee Human Resources.

;and

WHEREAS, the City Council of the City of Humble, Texas deems it a necessity to amend Section 3.01 “Selection and Hiring/Filling Vacant Positions – New Employees” of the Personnel Policies of the City of Humble to read as follows:

3.01 NEW EMPLOYEES: New Employees shall be selected solely on the basis of job related qualifications. These qualifications may include work experience, education, background checks, references and driving records if driving a City vehicle is applicable to the position. Driving records may be checked periodically.

An applicant for employment will be required to pass a physical fitness test, an essential job function screening and a drug test after an offer for employment has been made to the applicant. This testing will determine if the applicant meets the minimum standard physical requirements of the position and is able to perform the essential job functions with or without a reasonable accommodation.

;and

WHEREAS, the City Council of the City of Humble, Texas deems it a necessity to amend Section 6.10 “To Receive Sick Leave Pay” of the Personnel Policies of the City of Humble to read as follows:

6.10

TO RECEIVE SICK LEAVE PAY: When an employee is unable to work due to an illness or accident, the employee is required to notify his/her supervisor or department administrator as soon as possible and in no event call later than one hour prior to the time set for him/her to begin work. Failure to contact one of these people may cause ineligibility for sick leave pay. When an employee is out on sick leave, the employee is expected to be in the hospital, at a health care provider's office or at home. If an employee is absent from work for two days, either for personal illness/injury or dependent illness/injury, and desires to claim sick leave, the employee will be required to provide a written statement from a health care provider confirming the employee's visit to the health care provider. Paramedics and firefighters assigned 24 hours shifts must provide a written statement from a health care provide a written statement from a health care provider confirming the employee's visit to the health care provider if the illness or injury extends beyond one full 24 hour work shift.

~~Following surgery, hospital stays or disability leave, the employee will need a written statement from the health care provider confirming that the employee is capable of resuming normal duties. The department administrator shall require employees returning to work to complete a physical fitness test and or an essential job function screening in order to determine that the employee is in fact fit for duty.~~

Following surgery, a hospital stay, an extended illness or injury leave, or any circumstance that calls into question an employee's physical or mental ability to perform their job, the employee will be required to submit a written statement from a health care provider confirming that the employee meets the minimum standard physical requirements of their position and is able to perform the essential functions of their job with or without a reasonable accommodation.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF HUMBLE TEXAS:

Section 1: That the City Council of the City of Humble, Texas does hereby amend Section 2.09.02, Section 3.01 and Section 6.10 and Section 6.20 of the Personnel Policies of the City of Humble as stated in the preamble of this Resolution.

Section 2: That this amended Section shall go into effect immediately on and from the date of passage of this Resolution.

PASSED, APPROVED, AND RESOLVED this the 22nd day of June, 2017.

APPROVED:



Merle Aaron
Mayor

ATTEST:

Jason Stuebe
City Secretary

