

RESOLUTION NO. 298-89 - December 11, 1989

**APPROVING DRUG FREE WORKPLACE POLICY**

By: Mr. Donald Smith, Chairman, Personnel Committee

**WHEREAS**, it is necessary to have a drug free workplace policy in force in order to be eligible for numerous Federally funded projects,

**NOW THEREFORE BE IT RESOLVED**, that the attached Drug Free Workplace Policy is hereby adopted by the St. Lawrence County Board of Legislators effective immediately.

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Mr. D. Smith made a motion to adopt resolution number 298-89, seconded by Mr. Purvis and Mrs. Bradley, and carried by a voice vote with nineteen (19) votes, one (1) no vote (Livingston), one (1) Legislator absent (Miller), and Legislative District 1 being vacant .

## DRUG FREE WORKPLACE POLICY

The County of St. Lawrence and its officials recognize that alcohol and/or controlled substance abuse poses a serious problem in society. In recognition of this societal problem, the County will continue to offer assistance to any employee with a substance abuse problem. Likewise, the County will continue a policy of maintaining a work environment that is free of substance abuse and mandate the following:

- Any unlawful manufacture, distribution, dispensing, possession or use of a controlled substance during the course of work or while on county property or work site is prohibited .
- The use of alcoholic beverages on county property or work site is prohibited.
- No employee shall work or report to work while impaired by the use of alcohol or illicit/improper use of a controlled substance .
- The County will provide, on a continuing basis, information on alcohol/substance abuse, as well as information on the attendant health and safety hazards.

Any employee who has an alcohol/substance abuse problem is urged to seek help and may obtain confidential assistance and/or treatment through the county's Employee Assistance Program.

- Any employee who is convicted of any violation of an alcohol related/criminal drug statute, which occurred at the workplace, or during the course of work, shall notify their department head within 3 workdays of the conviction.
- The county shall, within 10 days of receiving a notice of conviction of an employee whose work is funded by a federal grant, notify the federal agency issuing said grant.
- Any violation of the enumerated policies shall lead to disciplinary action up to and including discharge as provided by the disciplinary procedures set forth in Title B, Section 75, 76 and 77 of the New York State Civil Service Law and the labor agreements between St. Lawrence County and its union.
- All employees shall be made aware of and provided with a copy of these policies.