

460 – Employee/Volunteer Recognition

1.0 PURPOSE

The District recognizes the importance of retaining well trained, experienced employees and volunteers. The District believes it is important to establish and maintain a high level of employee morale and the recognition of the benefits District employees and volunteers provide to the successful operation of the District. The Board of Commissioners believes that it is reasonable to expend District funds to provide recognition for services rendered to the District in the expectation that such an activity will reduce personnel turnover and encourage consistent volunteerism. The retention of trained and experienced personnel will help to reduce the expenditure of District funds to provide for the training and equipping of new personnel.

2.0 POLICY

It is the policy of the District to budget for and expend District funds to sponsor one or more employee recognition or retirement banquets for commissioners, employees and volunteers. The funds authorized for banquets may be used to provide food, non-alcoholic beverages, plaques, trophies, citations or certificates as deemed appropriate by the Board of Commissioners but shall not be used to pay for meal expenses of guests. The funds authorized for banquets shall not exceed the reasonable sum established in the budget and no cash awards shall be distributed to any volunteer or paid employee.

The cost of the recognition banquet constitutes a part of the annual budgeted funds allocated for reimbursement and incentive compensation for District personnel and shall be based on a cost per volunteer, employee and commissioner.