

5.07 DRUG-FREE WORKPLACE

A. Drug Free Workplace Policy Statement

The Board of Commissioners recognize that the use of illegal/unauthorized drugs or alcoholic beverages on the County premises, or while on County business, poses a serious threat to the safety of our employees and our citizens and compromises the quality and reliability of our work. The County has adopted a Drug Free Workplace Policy to eliminate the threat of alcohol and drug abuse by County employees, and its ensuing effects in the workplace. This policy applies to all employees and applicants for positions under the hiring authority of the Board of Commissioners.

The use, possession, manufacture, dispensation or distribution of drugs and/or alcohol is strictly prohibited:

- at the workplace;
- on County time;
- in or operating a County vehicle; and
- prior to reporting to work.

Violation of these prohibitions will result in corrective action up to and including termination of employment.

B. Lawful and Prescribed Medications **and Medical Marijuana**

1. Lawful Medications

With the exception of Medical Marijuana, lawful medications are permissible provided that the employee's ability to safely and efficiently perform his/her regular duties is not compromised. Employees are responsible for notifying their supervisor if they are taking a prescribed medicine that would inhibit their ability to perform the duties of their position.

2. Medical Marijuana

Irrespective of the provisions of House Bill 523, the use of medical marijuana is prohibited.

C. Employees of Other Entities

Employees of other entities, including contractors and personnel of vendors, determined to be in violation of the County's Drug Free Workplace Policy will not be allowed on County property and/or will be denied access to County property.

D. Notification of Drug Related Conviction

Employees must notify the County of any criminal drug related conviction in accordance with the [Drug Free Workplace Act](#). Failure to report a conviction or to abide to the terms of this Policy statement may result in corrective action including termination of employment.

E. Program Administrator

The **Director** of Human Resources is designated as the drug and alcohol policy program administrator. This includes the administering of the policy, as the liaison between the County and the testing facilities, Medical Review Officer, and Employee Assistance Program (EAP) provider (if applicable). The administrator is also the contact person for employees with complaints, questions, or requests for a referral to an EAP.



All drug and alcohol testing results shall be maintained in a confidential fashion, in so far as possible under state law.

