

## SECTION VII - EMPLOYMENT STATUS

- A. Applicability: All employees, officers, and other personnel not exempted herein are deemed to be fully covered employees under these personnel policies and procedures.
- B. Exempted Positions: The following types of positions have been designated as being exempt from the provisions of the personnel system (as defined below, positions in these categories are also exempt from the overtime provisions of the Fair Labor Standards Act).
1. Elected officials and others designated by the Board of County Commissioners
  2. Members of policy, advisory, review, and appeal boards, or similar bodies who do not perform administrative duties as individuals
  3. Chief Deputy Sheriff and Attorneys serving as legal counsel
  4. Bona fide contractors whose services are limited by time or project specifications

All exempted positions are deemed to be regular full-time employees for the purposes of determining benefit eligibility under Section X of the Millard County Personnel Policies and Procedures Manual, provided, all FLSA exempt employees, (except elected officials, full time justice court judges and attorneys), shall accrue vacation and sick leave unless otherwise waived by the employee in writing and approved by the employee's supervisor and the Board of County Commissioners.

- C. Special Appointments: Temporary, seasonal, and emergency appointments are defined as being limited to a definite period of time generally for not more than three consecutive months. However, each circumstance shall be evaluated on a case-by-case basis and extensions to special appointments may be granted on a month-by-month basis.

Appointments, such as summer help, may be made by the elected officials and department heads and coordinated through the human resources personnel to carry out necessary seasonal work. Temporary employees, whether part-time or full-time, shall not qualify for regular employee benefits (except that mandatory benefits shall be provided as prescribed by law, i.e. social security, workers compensation, and unemployment).

- D. Regular Full-time Employees: An employee who has satisfactorily met the requirements for employment, is generally working forty (40) hours per

week (is expected to work 2080 hours per year), is considered a regular full-time employee and is eligible for all the benefits, programs, and rights and privileges described in county policies and procedures.

- E. Regular Part-time Employees: Employees who generally work less than 40 hours per week (is expected to work less than 2080 hours per year) shall be considered regular part-time employees.
- F. Exempt Status Employees: Elected officials and special appointments are exempt from coverage under the county personnel policies and procedures. Also exempt are contractual employment relationships which shall only apply to time limited positions requiring specific professional skills and abilities. The duration of the contracts shall be established by state statute, the Board of County Commissioners, or shall be specifically determined on a project-by-project or service-by-service basis. Participation in any benefit program may be negotiated as part of the contract or service agreement.