

Amador Water Agency
ADMINISTRATION OF EMPLOYER-EMPLOYEE RELATIONS

Reviewed and Adopted:
04-23-2020

100.00 Policy

The primary purpose of this policy is to establish rules and regulations for the administration of employer-employee relations in matters that directly affect and primarily involve the wages, hours and other terms and conditions of employment of employees in appropriate units of the Agency. The current Resolution is shown in Appendix G.

200.00 Policy Review

This Policy shall be reviewed at least every two years.

RESOLUTION NO. 2002-16

**AMENDING RESOLUTION 91-10 OF THE BOARD OF DIRECTORS OF
THE AMADOR WATER AGENCY ESTABLISHING RULES
AND REGULATIONS FOR THE ADMINISTRATION OF
EMPLOYER-EMPLOYEE RELATIONS**

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS
OF THE AMADOR WATER AGENCY as follows:

SECTION ONE:

The Board of Directors of the Amador Water Agency (Agency) hereby adopts the following rules and regulations for the administration of employer-employee relations:

**AMADOR WATER AGENCY
EMPLOYER-EMPLOYEE RELATIONS**

Section 1.00 General Provisions

Statement of Purpose. This Resolution implements Chapter 10, Division 4, Title 1 of the Government Code of the State of California (Section 3500 *et seq.*) captioned "Local Public Employee Organizations," by providing orderly procedures for the administration of employer-employee relations regarding the Agency and its employee organizations and regarding matters that directly affect and primarily involve the wages, hours and other terms and conditions of employment of employees in appropriate units. However, nothing contained herein shall be deemed to supersede the provisions of State law, local ordinances, resolutions and rules which establish and regulate the merit system, or which provide for other methods of administering employer-employee relations through the establishment of uniform and orderly methods of communications between employees, employee organizations and the Agency.

Section 2.00 Definitions

As used herein, the following terms shall have the meanings indicated:

- 2.01 Agency – When used alone, means the Amador Water Agency.
- 2.02 Appropriate Unit – A grouping of Agency classification of positions, established pursuant to these rules and regulations.
- 2.03 Board – When used alone, the Board of Directors of the Amador Water Agency.

- 2.04 Confidential Employee – An employee who in the course of his or her duties has access to information relating to the Agency’s administration of employer-employee relations, including, but not limited to, any information not generally available for public dissemination. Confidential Employees shall include all Management Employees, Human Resources Technician and the Executive Secretary.
- 2.05 Consult/Consultation in Good Faith – To communicate orally or in writing for the purpose of presenting and obtaining views or advising of intended actions; and, as distinguished from meeting and conferring in good faith regarding matters within the required scope of such meet and confer process. Matters subject to consultation are not subject to Section 10.00 hereof.
- 2.06 Department Head – The highest management level person having overall supervisory responsibility over an established department.
- 2.07 Day – Calendar day unless expressly stated otherwise.
- 2.08 Employee – A person who is legally occupying a position in the Agency service or who is on authorized leave of absence from such a position, and is employed in either a regular full time or regular part time position.
- 2.09 Employee Relations Officer – The person designated by the Board to be the Employee Relations Officer.
- 2.10 Exclusively Recognized Employee Organization – An employee organization that has been formally acknowledged by the Agency as the employee organization that solely represents the employees in an appropriate representation unit pursuant to these rules and regulations.
- 2.11 Impasse – The representatives of the Agency and an Exclusive Recognized Employee Organization have reached a point in their meeting and conferring in good faith where their differences on matters to be included in a Memorandum of Understanding, and concerning which they are required to meet and confer, remain so substantial and prolonged that further meeting and conferring would be futile.
- 2.12 Meet and Confer – The process whereby representatives of the Agency and of exclusive recognized employee organizations in good faith exchange information, opinions and proposals to endeavor to reach agreement on wages, hours and other terms and conditions of employment, as contemplated by Government Code Section 3505.
- 2.13 Majority – More than fifty (50) percent of those employees occupying positions determined to be appropriate for any bargaining unit.

- 2.14 Management Employee – An employee having responsibility for formulating, administering or managing the implementation of Agency policies or programs. Management Employees shall include the General Manager, Financial Services Manager, Operations Manager, Construction Superintendent and Manager of Engineering & Planning, and any other positions designated by the Board.
- 2.15 Professional Employee – Any employee engaged in work requiring specialized knowledge and skills attained through completion of a recognized course of instruction, including, but not limited to, those classes of employees defined in accordance with state and federal law, as applicable.
- 2.16 Proof of Employee Support – An authorization card recently signed and personally dated by an employee. The only authorization that shall be considered as proof of employee support hereunder shall be the authorization last signed by an employee. The words “recently signed” shall mean within one hundred eighty (180) days prior to the filing of a petition or card.
- 2.17 Scope of Representation – All matters relating to employment conditions and employer-employee relations, including, but not limited to, wages, hours and other terms and conditions of employment, but not including consideration of the merits, necessity or organization of any service or activity provided by law or executive order, or prescribed Agency rights pursuant to Section 3.00.
- 2.18 Supervisory Employee – Any employee having recommendation or higher authority, in the interest of the Agency, to hire, suspend, lay off, recall, promote, discharge, assign, reward or discipline other employees, or responsibility to direct them, or to adjust their grievances, or effectively to recommend such action if, in connection with the foregoing, the exercise of authority is not of a merely routine or clerical nature but requires the use of independent judgment.
- 2.19 Valid Election – An election held pursuant to procedures contained in these rules and regulations that result in one choice having a majority of the valid votes cast in its favor.

Section 3.00 Agency Rights

- 3.01 The Board retains the exclusive right, except as otherwise noted herein, to manage the Agency, and to carryout its constitutional, statutory, financial and managerial functions and responsibilities. Nothing in these rules and regulations shall be construed to require the Agency to meet and confer on any matter that is hereby

determined to be an exclusive right of the Agency. The exclusive rights of the Agency include, but are not limited to:

- (a) Manage the Agency generally and determine the issues of policy, to include the determination of facts as the basis of management decision;
- (b) Determine the necessity for and organization of any service or activity conducted by the Agency, and to expand or diminish services;
- (c) Determine the nature, manner, means, technology, equipment, facilities, personnel and extent of services to be provided to the public;
- (d) Determine the methods, means and priority of financing all operations of the Agency;
- (e) Determine the organizational structure, staffing size and composition and to allocate and assign the work by which Agency operations are to be conducted including the content of job classifications;
- (f) Contract or subcontract work performed for the Agency as deemed appropriate for the efficient operation of the Agency;
- (g) Schedule employees in accordance with work requirements as determined by the Agency, and to establish and modify work schedules and assignments;
- (h) Lay off employees from partial or total duties because of lack of work or funds, or under conditions where continued work would be ineffective or non-productive;
- (i) Establish and modify productivity and performance programs and standards and require compliance therewith, and to determine the merit pay to be received by each employee so evaluated in accordance with Agency policies following meet and confer opportunity with any recognized employee organization;
- (j) To dismiss, suspend without pay, demote, reprimand, transfer, withhold merit increases or otherwise discipline employees, subject to the requirements of law;
- (k) Determine minimum qualifications, job duties, selection procedures and standards, and job classifications, and to reclassify employees when operational conditions warrant;
- (l) Hire, transfer, promote and demote employees for non-disciplinary reasons;

- (m) Determine policies, procedures, rules and practices governing the administration of personnel matters that do not conflict with, or contravene, application to employees covered by an active Memorandum of Understanding, and to require compliance therewith;
 - (n) Restrict the activity of any employee or person on Agency property except as set forth in these regulations;
 - (o) Take any and all necessary actions to carry out the mission of the Agency in emergencies; and
 - (p) Determine which Agency employees are management, supervisory and confidential personnel.
- 3.02 Nothing in these rules and regulations is intended to restrict consultation or meeting and conferring with recognized employee organizations regarding matters within the right of the Agency to determine, nor to restrict the duties or authorities vested by law in the Agency, its Board of Directors or its General Manager.

Section 4.00 Employee Rights

- 4.01 Agency employees shall have the right to join and participate in the lawful activities of an employee organization. Employees shall also have the right to refuse to join or participate in the activities of an employee organization. Consistent with the provisions of Government Code Section 3503, employees shall have the right to appear on his/her own behalf in his/her employment relations with the Agency.
- 4.02 No employee shall be interfered with, intimidated, restrained, coerced or discriminated against by the Agency or by any employee organization because of the exercise of these rights.
- 4.03 Professional employees shall not be denied the right to be represented separately from non-professional employees by a professional employee organization consisting of such professional employees.

Section 5.00 Rights of Recognized Employee Organizations

- 5.01 An exclusively recognized employee organization shall have the following rights with regard to employees in its bargaining unit:
- (a) To represent employees in the unit in their employment relations with the Agency and to meet and confer in good faith with the Board or the Employee Relations Officer on matters within the scope of representation.

- (b) Except in cases of emergency, to have reasonable written notice of any proposed ordinance, rule, resolution or regulation directly relating to matters within the scope of its representation and the opportunity to meet with the Board or its representative prior to the adoption of such proposal. In cases of emergency when the Board determines that an ordinance, rule, resolution or regulations must be adopted immediately without prior notice or meeting with a recognized employee organization, the Board shall provide such notice and the opportunity to meet at the earliest practical time following the adoption of such ordinance, rule, resolution or regulation.
- (c) To have one (1) authorized representative (non employee) of the recognized employee organization who may contact members of their organization in Agency facilities provided he/she has first made arrangements with the General Manager or his/her designee. This right does not extend to contacting Agency employees on Agency time. Nor does this right extend to employees who are not members of the particular bargaining unit represented by the employee organization. Under no circumstances may non-employees union representatives come onto Agency property to solicit membership or representation rights in an employee organization during working hours or at any time in work areas. A representative that abuses this access privilege shall have the privilege revoked.
- (d) To have not more than two (2) employee representatives allowed reasonable time off without loss of compensation or other benefits when formally meeting and conferring with management representatives on matters within the scope of representation.
- (e) Payroll deductions of membership dues as provided in Section 9.04 of these rules and regulations.

5.02 Every recognized employee organization shall have the following rights:

- (a) To reasonable use of Agency facilities for meetings upon timely application in writing stating the purpose for such use. Such use shall not occur during regular work hours. The Agency reserves the right to condition such uses on payment of appropriate charges to offset the cost of such use of the facilities and other factors which may bear on the availability of such facilities.
- (b) To the use of reasonable space on bulletin boards as specified by the Agency. All materials shall be posted upon the bulletin board space designated and not upon walls, doors, file cabinets or any other place. Posted materials shall not be obscene, offensive, defamatory, of a partisan

political nature, misleading, volatile of any federal, state or local ordinance, law, statute or rule. Such materials shall not pertain to public issues that do not involve the Agency and its relations with employees. All posted materials shall be neatly displayed and bear the identity of the sponsor and the date of posting. Unless special arrangements are made, materials posted will be removed 31 days after the publication date. The Agency reserves the right to determine where bulletin boards may be used. Any employee organization that does not abide by these rules shall forfeit its right to have materials posed on Agency bulletin boards. The General Manager may remove inappropriate material from any Agency bulletin board and shall notify the employee organization of his action and the reasons therefore.

- (c) To reasonable access to nonconfidential information pertaining exclusively to employment relations as contained in the public records of the Agency, subject to limitations and conditions set forth in this rule and Sections 6250-6260 of the California Government Code. Such information will be made available during regular office hours and after payment of reasonable costs, where applicable. Nothing herein shall be construed to require disclosures which constitute an unwarranted invasion of privacy or are gathered pursuant to promises to keep the source confidential. Nor shall anything herein be construed to require disclosure of records that are working papers or memoranda not retained in the ordinary course of business, records pertaining to litigation to which the Agency is party, or to claims or appeals which have not been settled. The Agency shall not be required to do research or assemble data in a manner other than that usually done by the Agency.
- (d) Those rights granted recognized employee organizations by Sections 3500-3510 of the Government Code.

Section 6.00 Representation Proceedings and Decertification

6.01 Filing of Recognition Petition by Employee Organization – An employee organization that seeks to be formally acknowledged as the Exclusively Recognized Employee Organization representing the employees in an appropriate unit shall file a petition with the Employee Relations Officer containing the following information and documentation:

- (a) Name and address of the employee organization.
- (b) Names and titles of officers.
- (c) Names of employee organization representatives who are authorized to speak on behalf of the organization.

- (d) A statement that the employee organization has, as one of its primary purposes, representing employees in their employment relations with the Agency.
 - (e) A statement whether the employee organization is a chapter of, or affiliated directly or indirectly in any manner, with a local, regional, state, national or international organization and, if so, the name and address of each such other organization.
 - (f) Certified copies of the employee organization's constitution and by-laws.
 - (g) A designation of those persons, not exceeding two (2) in number, and their addresses, to whom notices sent by regular United States mail will be deemed sufficient notice on the employee organization for any purpose.
 - (h) A statement that the employee organization has no restriction on membership based on race, color, creed, sex, sexual orientation, ancestry, marital status, physical handicap, medical condition, national origin or age.
 - (i) The job classifications or position titles of employees in the unit for which the petition is filed and the approximate number of member employees therein.
 - (j) A statement that the employee organization has in its possession proof of employee support as herein defined to establish that at least forty percent (40%) of the employees in the petitioned unit have designated the employee organization to represent them in their employment relations with the Agency. Such written proof shall be submitted for confirmation to the Employee Relations Officer.
 - (k) A request that the Board formally acknowledge the petitioner as the Exclusively Recognized Employee Organization representing the employee in the unit claimed to be appropriate for the purpose of meeting and conferring in good faith.
- 6.02 The petition, including the proof of employee support and all accompanying documentation, shall be declared to be true, correct and complete, under penalty of perjury, by the duly authorized officer(s) of the employee organization executing it.
- 6.03 Agency Response to Recognition Petition - Upon receipt of the Petition, the Employee Relations Officer shall determine whether:
- (a) There has been compliance with the requirements of the Recognition Petition; and

- (b) The proposed representation unit is one of the appropriate units as determined as a proper allocation to such unit by the Board.
- 6.04 If an affirmative determination is made by the Employee Relations Officer on the foregoing two matters, the Officer shall so inform the petitioning employee organization, shall give written notice of such request for recognition to the employees in the unit and shall take no action on said request for thirty (30) days thereafter. If either of the foregoing matters are not affirmatively determined, the Employee Relations Officer shall offer to consult thereon with such petitioning employee organization, and, if such determination thereafter remains unchanged, shall inform that organization of the reasons therefore in writing. The petitioning employee organization may appeal such determination in accordance with Section 8.00 of these rules and regulations.
- 6.05 Open Period of Filing – Challenging Petition – Within fifteen (15) days of the date written notice was given to affected employees by means of posting on Agency bulletin boards that a valid recognition petition for an appropriate unit has been filed, any other employee organization may file a competing request to be formally acknowledged as the recognized employee organization of the employee in the same unit, by filing a petition evidencing proof of employee support in the unit claimed to be appropriate of at least thirty (30) percent and otherwise in the same form and manner as set forth in Section 6.01.
- 6.06 Election Procedure – The Employee Relations Officer shall arrange a secret ballot election to be conducted by the State Mediation and conciliation Service and verified by the Employee Relations Officer, or designee, and one representative of each of the concerned employee organization(s), in accordance with its rules and procedures subject to the provisions of these rules and regulations.
- (a) All employee organizations that have duly submitted petitions, which have been determined to be in conformance with this Section, shall be included on the ballot, as shall be a choice designated as “No Organization”.
 - (b) Employees entitled to vote in such election shall be those persons employed in regular positions within the designated appropriate unit who were employed during the pay period immediately prior to the date which ended at least fifteen (15) days before the date the election commences, including those who did not work during such period because of an approved leave of absence, and who are employed by the Agency in the same unit on the date of the election.
 - (c) An employee organization receiving a majority of the valid votes cast shall be formally acknowledged as the Exclusively Recognized Employee Organization for the designated appropriate unit following an election or run-off election. In an election involving three or more choices, where

none of the choices receives a majority of the valid votes cast, a run-off election shall be conducted between the two choices receiving the largest number of valid votes cast; the rules governing an initial election being applicable to a run-off election.

- (d) There shall be no more than one valid election under these rules and regulations pursuant to any petition in a 12-month period affecting the same unit.
- (e) Cost of conducting election, if any, shall be borne in equal share(s) by each employee organization appearing on the ballot.

6.07 Procedure for Decertification of Recognized Employee Organization – A Decertification Petition alleging that the incumbent Exclusively Recognized Employee Organization no longer represents a majority of the employees in an established appropriate unit may be filed with the Employee Relations Officer. A decertification petition shall be timely filed during the window period between 90 and 120 days prior to the expiration of any existing Memorandum of Understanding, or after the expiration of any Memorandum of Understanding or during the month of January of any year following the first full year of recognition. No decertification petition may be filed within the one year period immediately following the Agency's recognition of the employee organization as the exclusive representative. A Decertification Petition may be filed by two (2) or more employees or their representative, or an employee organization, and shall contain the following information and documentation declared by the duly authorized signatory under penalty of perjury to be true, correct and complete:

- (a) The name, address and telephone number of the petitioner and a designated representative authorized to receive notices or requests for further information.
- (b) The names of the established appropriate unit and of the incumbent Exclusively Recognized Employee Organization sought to be decertified as the representative of that unit.
- (c) An allegation that the incumbent Exclusively Recognized Employee Organization no longer represents a majority of the employees in the appropriate unit, and any other relevant and material facts relating thereto.
- (d) Proof of employee support that at least thirty (30) percent of the employees in the established appropriate unit no longer desire to be represented by the incumbent Exclusively Recognized Employee Organization. Such proof shall be submitted for confirmation within the time limits specified in the first paragraph of the Section.

An employee organization may, in satisfaction of the Decertification Petition requirements hereunder, file a Petition under this section in the form of a Recognition Petition that evidences proof of employee support of at least thirty (30) percent that includes the allegation and information required under paragraph 6.07(c) and otherwise conforms to the requirements of Section 6.01.

The Employer Relations Officer shall initially determine whether the Petition has been filed in compliance with the applicable provisions of this Section. If the Officer's determination is in the negative, the Officer shall offer to consult thereon with the representative(s) of such petitioning employees or employee organization, and, if such determination thereafter remains unchanged, shall return such petition to the employees or employee organization with a statement of the reasons therefore in writing. The petitioning employee or employee organization may appeal such determination in accordance with Section 8.00 of these rules and regulations. If the determination of the Employee Relations Officer is in the affirmative, or if the Officer's negative determination is reversed on appeal, the Officer shall give written notice of such Decertification or Recognition Petition to the incumbent Exclusively Recognized Employee Organization and to unit employees.

The Employee Relations Officer shall thereupon arrange for a secret ballot election to be held on or about thirty (30) working days after such notice to determine the wishes of unit employees as to the question of decertification and, if a Recognition Petition was duly filed hereunder, the question of representation. Such election shall be conducted in conformance with Section 6.06.

If, pursuant to this Section, a different employee organization is formally acknowledged as the Exclusively Recognized Employee Organization, such organization shall be bound by all the terms and conditions of any Memorandum of Understanding then in effect for its remaining term.

Section 7.00 Unit Determination

7.01 Policy and Standards for Determination of Appropriate Units – The policy objectives in determining the appropriateness of units shall include, but not be limited to, such considerations as (1) the efficient operations of the Agency and its compatibility with the primary responsibility of the Agency and its employees to effectively and economically serve the public, and (2) providing employees with effective representation based on recognized community of interest considerations. These policy objectives require that the appropriate unit shall be a reasonable grouping of positions that share an identifiable community of interest. Factors to be considered in assigning classifications to units shall be:

- (a) Reasonableness of grouping Agency employees having a community of interests and constituting an entity appropriate for representation purposes;

- (b) Past history of employee representation in the unit, among other Agency employees, and similar public employment;
 - (c) Similarity of duties, responsibilities, wages, education and working conditions;
 - (d) The effect of existing classification structure in dividing a classification among two or more units; and
 - (e) The statutory right of professional employees to be represented separately from nonprofessional employees.
- 7.02 Notwithstanding the foregoing provisions of this Section, management, supervisory and confidential employees may be included only in units that do not include non-managerial, non-supervisory and non-confidential employees. No employee organization that represents non-management or non-confidential employees shall represent management or confidential employees of the Agency. Management and confidential employees shall not represent non-management or non-confidential employees in any manner. Professional employees shall not be denied the right to be represented in a separate unit from non-professional employees.
- 7.03 Units Established – The following bargaining units are hereby established.
- General Employee Unit – Includes all classes of clerical, technical, crafts and field workers, non-supervisory, non-management and non-confidential positions of the Agency.
- 7.04 Allocation of Classifications to Units – The Employee Relations Officer shall allocate new classifications or positions, delete eliminated classifications or positions and retain, reallocate or delete classifications or positions from units in accordance with the provisions of this Section after consulting with recognized Employee Organizations.
- 7.05 Procedure for Modification of Established Appropriate Units – Requests by employee organizations for modifications or redefinition of established units may be considered by the Employee Relations Officer only during the period specified in Section 6.07. Such requests shall be submitted in the form of a formal proposal and shall contain a complete statement of all relevant facts and citations in support of the proposed modified unit in terms of the policies and standards set forth in Sections 7.01-7.02 hereof. The Employee Relations Officer shall render a written decision upon the requested unit modification within thirty (30) days after its submission. The Employee Relations Officer shall give written notice of the proposed modification to the exclusive employee organization and provide it with the opportunity to respond to the proposed modification. If the employee organization objects to the modification, the Employee Relations Officer shall

render a decision within thirty (30) days of receipt of the employee organization's response. An employee organization may appeal the decision of the Employee Relations Officer as set forth in Section 8 hereof.

Section 8.00 Appeals

Appeals – An employee organization aggrieved by a determination regarding an allocation of classes to a unit by the Employee Relations Officer under Section 7.04, or an employee organization aggrieved by a determination of the Employee Relations Officer that a Recognition Petition (Section 6.01), Challenging Petition (Section 6.05) or Decertification or Recognition Petition (Section 6.07) – or employee aggrieved by a determination of the Employee Relations Officer that a Decertification Petition (Section 6.07) – has not been filed in compliance with the applicable provisions of these rules and regulations, may, within fifteen (15) days of notice of such determination, appeal the determination to the Board for final decision. The Board may, at its sole discretion, determine the merits of the appeal based upon the written submissions of the parties and without a hearing. The decision of the Board shall be final and binding.

Section 9.00 Administration

- 9.01 Maintenance of Recognized Status and Submission of Current Information – A Recognized Employee Organization shall furnish to the Employee Relations Officer all changes in the information filed with the Agency by such recognized employee organization under items (a) through (h) of its Recognition Petition under Section 6.01 within fourteen (14) days of such change.
- 9.02 Payroll Deductions on behalf of Employee Organizations – Upon formal certification by the Agency of an Exclusively Recognized Employee Organization, only such recognized employee organization may be provided payroll deductions of membership dues upon the written authorization of employees in the unit represented by such a recognized employee organization on forms acceptable to the Agency. The providing of such service to the Exclusively Recognized Employee Organization by the Agency shall be contingent upon and in accordance with the provisions of Memoranda of Understanding and/or applicable administrative procedures.
- 9.03 Administrative Rules and Procedures – The Employee Relations Officer is hereby authorized to establish such administrative rules and procedures, not in conflict with these rules and regulations, as appropriate to implement and administer the provisions of these rules and regulations after consultation with affected employee organizations.

Section 10.00 Impasse Procedures

Consistent with Government Code Section 3502.2, if during negotiations for a Memorandum of Understanding an impasse is reached, either party may request that the

parties obtain the services of a mediator. If both parties agree, a mediator shall be appointed from the State Mediation and Conciliation Service. The mediation process shall be private and the mediator shall not issue any decision regarding the dispute.

Section 11.00 Miscellaneous Provisions

11.01 Construction – These rules and regulations shall be administered and construed as follows:

- (a) Nothing herein shall be construed to deny to any person, employee, organization, the Agency or any authorized officer, body or other representative of the Agency, the rights, powers and authority granted by Federal or State law or local resolutions and ordinances.
- (b) These rules and regulations shall be interpreted so as to carry out its purposes as set forth in Section 1.00.
- (c) The adoption of this Resolution shall not be construed as making the provisions of Section 923 of the Labor Code applicable to Agency employees or employee organizations.

11.02 Amendment – This Resolution may from time to time be amended. Such amendments shall not become effective until the Agency has consulted with the employee organization regarding the proposed amendments and the Board has taken action to adopt the amendments.

Section 12.00 Severability

12.01 If any provision herein, or the application of such provision to any person or circumstance, shall be held invalid, the remainder of these rules and regulations, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby.

Section 13.00 Implementation

13.01 The rules and regulations herein governing employer-employee relations shall become effective upon adoption by the Board of Directors.

Section 14.00 Prior Policies Repealed

14.01 To the extent that the terms and provisions of these rules and regulations may be inconsistent or in conflict with the terms or provisions of any other or prior employer-employee relations policies and procedures, ordinances, resolutions, rules or regulations of the Agency governing the same subject, the terms of these rules and regulations shall prevail and such inconsistent or conflicting provisions of prior ordinances, resolutions, rules or regulations are hereby repealed.

SECTION TWO:

This Resolution shall be in full force and effect upon adoption

PASSED AND ADOPTED by the Board of Directors of the Amador Water Agency, County of Amador, State of California, on the 27 day of June, 2002, at a meeting of the Board by the following vote:

AYES: Directors Scott, Moore, Hamann, Swift, Johnson
NOES: None
ABSENT: None

By: *Paul A. Scott*
President, Board of Directors

ATTEST:

By: *Kimberly A. Loma*
Clerk of the Board of Directors