

## SECTION 23 INCLEMENT WEATHER POLICY

**A. POLICY STATEMENT:** It is the policy of Hubbard County that all County facilities remain open during normal business hours. In the event of inclement weather, the County Board Chairman has the authorization per Minnesota Statute §373.052, to close all or part of Hubbard County's facilities.

**B. NOTIFICATION:** In the event of a county facility closure prior to the beginning of a regular work day, the closure will be announced over the local radio stations, KDKK/97.5 FM and KPRM/870 AM prior to 7:15 a.m.

1. In the event of a county facility closure during a regular work day, the Coordinator and/or the County Auditor/Treasurer will make the Inclement Weather Policy announcement upon direction of the County Board Chairman.

**C. COMPENSATION:** In the event of a county facility closure prior to the beginning of a regular work day all employees will be paid regular time for hours missed due to closure.

1. In the event of a county facility closure during a regular work day any employee currently at work will be paid regular time for hours missed due to closure.
2. In the event an employee chooses to remain at home due to inclement weather and the county facilities remain open, the employee will be required to use paid time off (union employee benefits are set forth in the applicable collective bargaining agreement) to remain in pay status.
3. If an employee has chosen to stay home due to inclement weather and during the course of the day the county facilities are closed, the employee will be paid regular time for those hours missed after the county facilities have closed.
4. Due to inclement weather conditions, employees may be advised to remain on the premises after working hours due to safety concerns. Such action would not entitle employees to overtime or compensatory compensation.