

**CITY OF WHITTIER, ALASKA  
RESOLUTION #12-2020**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA TO ADOPT A CITY OF WHITTIER PERSONNEL POLICY AND PROCEDURES MANUAL.**

**WHEREAS**, the City of Whittier is the municipal government for Whittier, Alaska; and

**WHEREAS**, it is necessary to establish standards and guidelines for employee performance and conduct; and

**WHEREAS**, employer obligations and expectations need to be clarified; and

**WHEREAS**, it is necessary to promote fairness, equity, and consistency in daily employee activity; and

**WHEREAS**, it is necessary to ensure employees are aware of the laws, rules, and regulations that govern their employment; and

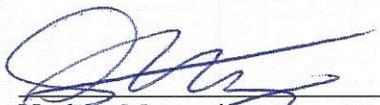
**WHEREAS**, A personnel Policy and Procedures handbook is a living document that should be amended as needed to maintain employment best practices; and

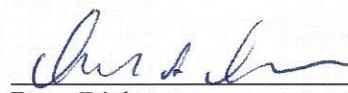
**NOW, THEREFORE, BE IT RESOLVED THAT:** The City Council by this resolution hereby directs Administration to create a personnel Policies and Procedures manual to present to the City Council for adoption.

**PASSED AND APPROVED** by a duly constituted quorum of the city council this 17<sup>th</sup> day of March, 2020.

**Introduced by: Dave Dickason  
Introduction date: March 17<sup>th</sup>, 2020**

ATTEST:

  
Naefene Matsumiya  
City Clerk

  
Dave Dickason  
Mayor

Ayes: 4  
Nays: 0  
Absent: 1  
Abstain: 0