

# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

## AGENDA COMMUNICATION FORM

<b>ITEM DATE:</b> 2/6/18	<b>ITEM TIME:</b>

<b>FROM:</b>	Human Resources – Kathy Nelson
<b>TODAY’S DATE:</b>	1/31/2018
<b>AGENDA TITLE:</b>	Consideration to Approve and Adopt the 4/1/2016 – 3/31/2017 Affirmative Action Plan (AAP).

<b>CHECK ONE THAT APPLIES TO YOUR ITEM:</b>	
<input checked="" type="checkbox"/> <b>ACTION ITEM</b>	
<input type="checkbox"/> <b>DIRECTION</b>	
<input type="checkbox"/> <b>INFORMATION</b>	

<b>I. DESCRIBE THE REQUEST OR ISSUE:</b>
Request approval and adoption of the 4/1/2016 – 3/31/2017 Affirmative Action Plan.

<b>II. RECOMMENDED ACTION:</b>
Recommend approval and adoption of the Affirmative Action Plan.

<b>III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):</b>
<b>PROPOSED REVENUE:</b> NA
<b>PROPOSED EXPENDITURE:</b> NA
<b>FUNDING SOURCE:</b> NA

<b>IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):</b>
None Known.

<b>V. BACKGROUND INFORMATION:</b>
<p>Each year Mountain States Employers Council (MSEC) assists us with the completion of our AAP. We submit documents for their review, analysis and recommendations and they complete the AAP for our review and finalization. We utilize this document as a guide for equal employment opportunity planning and procedures as required by the OFCCP.</p> <p>The County Attorney’s Office has reviewed MSEC’s recommendations and this Affirmative Action Plan. Their recommendations have been included in the document before you today. The Personnel Committee was provided information related to this AAP.</p>

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**VI. LEGAL ISSUES:**

None known.

**VII. CONFLICTS OR ENVIRONMENTAL ISSUES:**

None known.

**VIII. SUMMARY AND OTHER OPTIONS:**

The Board has the option to approve and adopt the AAP as presented today, to make further changes to the AAP or not approve the AAP as presented.