

TRUMBULL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Policy

Section 4.14

OUTSIDE EMPLOYMENT

Purpose:

The policy is intended to establish the parameters regarding supplemental employment of a Board employee. Supplemental employment may be limited or denied by the Board when there is an established conflict of interest, conflict of care of a person served, or a negative impact to the Board due to a schedule conflict, or conflict for fiscal reasons. Specific procedures have been developed by the Superintendent, as directed by the Board that support the following policy.

Policy:

1. Employment “conflicts”, under this policy, are defined as an impairment of the employee’s ability to perform the duties of his or her position with the Board. The four common employment conflicts which may arise are:
 - a. Time Conflict - Defined as when the working hours required of a “secondary job” directly conflict with the scheduled working hours of an employees job with the Board; or when the demands of a secondary job prohibit adequate rest, thereby adversely affecting the quality standard of the employee’s job performance with the Board.
 - b. Conflict of Care – Defined as when an employee would provide direct care for the same eligible individual in both a residential setting and day program setting. This situation leaves the eligible individual without a neutral party to discuss issues or lodge a complaint.
 - c. Interest Conflict - Defined as when an employee engages in outside employment that compromises his or her judgment, actions and/or job performance with the Board or which impairs the Board’s reputation in the community as determined by the Ethics Council.
 - d. Negative fiscal Impact – Defined as when the Department of Labor or other governmental agency would consider the secondary employment to be overtime. This could include any employment with an agency that contracts with the Board, an employee who provides respite through funding provided by the Board’s Family Resources Program,
2. Under no circumstances shall an employee have other employment which conflicts with the policies, objectives or operations of the Board.
3. Full-time employment with the Board shall be considered the employee’s primary occupation, taking precedence over all other occupations.

Adopted: 1/26/98

Revised: 2/26/01

Revised: 6/25/12

References:

ORC 5126.03

ORC 5126.31

ORC 5126.32

ORC 5126.33