

## **RESOLUTION #2020-67**

### **A RESOLUTION ESTABLISHING AN INCENTIVE PLAN FOR CURRY COUNTY GRANT FACILITATORS**

**WHEREAS**, Curry County, in the past, has entered into various contracts with various Contractors to provide services through Curry County Grant Programs; and,

**WHEREAS**, Curry County has reviewed all of the Grant Programs and, have provided some County Grant employees and other employees that are able assist and improve the programs with the necessary training to obtain certifications that are needed in order to teach various Grant Programs saving and expanding the programs that are offered; and,

**WHEREAS**, those employees who have received training and obtained certifications can also provide additional classes that would enhance and assists the Curry County Prevention and Grant Programs.

**NOW THEREFORE, BE IT HEREBY RESOLVED** by the Board of County Commissioners of Curry County, that to increase the quality and accountability and to decrease the overall cost to Curry County and the services delivered to clients and the Curry County community:

1. The Curry County DWI Program shall set up and provide in-house services, including but not limited to facilitation of prevention and intervention courses to the youth and adults in Curry County.
2. The courses are to be set up, directed and implemented by the Curry County DWI Program Manager.
3. The Program shall consist of the facilitators, preventionists and the program coordinator/administrator. Preventionists, as required by their job description, are not eligible for incentive pay to teach these courses. Facilitators must not exceed 40 hours per week, in meeting sessions and in executing and performing their regular work duties as described by their current job descriptions. In order to participate, facilitators will adjust their work schedules which must be coordinated and approved by the employee's immediate supervisor prior to implementation.
4. Facilitators shall receive incentive pay quarterly on the last pay date of the quarter, based on the number of sessions facilitated per course type. Each facilitator shall be limited to a maximum of 10 sessions per course, per quarter. Quarters are hereby designated as July through September, October through December, January through March and April through June of each calendar year. The incentive pay for facilitators shall be \$45.00 per session conducted and must be supported by class sign-in sheets with each participant's original signature and date thereon.
5. Each facilitator shall submit the original class sign-in sheets to the DWI Program Manager within 24-hours of each session conducted to be eligible for

incentive pay, unless the class is followed by a weekend or County holiday, at which time said original class sign-in sheets shall be submitted by the next working day. The DWI Program Manager shall audit each sign-in sheet against the referral list and approve payment to each facilitator in writing.

6. Each facilitator shall also complete any and all pre and post surveys as directed by the DWI Program Manager. All said pre and post surveys shall be submitted within 24-hours after the last session of a quarter to be eligible for incentive pay, unless said date is on a Friday or precedes a Holiday, in said event, the surveys shall be submitted by no later than at the end of the next working day.
7. No facilitators shall be allowed to facilitate more than one course during any quarter.

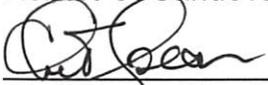
DONE this 6<sup>th</sup> day of October, 2020.

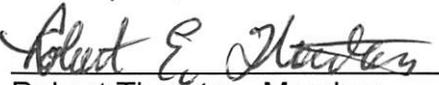
BOARD OF COMMISSIONERS  
OF CURRY COUNTY

  
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Ben McDaniel, Chairman

Approved via Virtual Meeting  
\_\_\_\_\_  
Seth Martin, Vice-Chair

  
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Robert O. Sandoval, Member

  
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Chet Spear, Member

  
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Robert Thornton, Member



  
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Annie Hogland, Curry County Clerk

APPROVED FOR LEGAL SUFFICIENCY:

  
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Stephen Doerr, County Attorney