

## LAMPASAS COUNTY PERSONNEL POLICIES

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### INTRODUCTION AND DISCLAIMER

THE POLICIES STATED IN THIS HANDBOOK ARE INTENDED AS GUIDELINES ONLY AND ARE SUBJECT TO CHANGE AT THE SOLE DISCRETION OF THE COUNTY.

THE COUNTY EXPRESSLY RETAINS THE RIGHT TO UNILATERALLY MODIFY OR AMEND THIS HANDBOOK, AT ITS SOLE DISCRETION, WITH OR WITHOUT NOTICE TO THE EMPLOYEES OF THE COUNTY.

THIS HANDBOOK SHOULD NOT BE CONSTRUED AS, AND DOES NOT CONSTITUTE, A CONTRACT, EXPRESS OR IMPLIED, OR A GUARANTEE OF EMPLOYMENT FOR ANY SPECIFIC DURATION.

EITHER YOU OR THE COUNTY MAY TERMINATE YOUR EMPLOYMENT AT ANY TIME, FOR ANY REASON, WITH OR WITHOUT CAUSE AND WITH OR WITHOUT NOTICE.

NO SUPERVISOR, MANAGER, OR REPRESENTATIVE OF THE COUNTY HAS THE AUTHORITY TO ENTER INTO ANY AGREEMENT WITH YOU FOR EMPLOYMENT FOR ANY SPECIFIED PERIOD OF TIME OR TO MAKE ANY PROMISES OR COMMITMENTS CONTRARY TO THE FOREGOING.

THE DUTIES OF THE HUMAN RESOURCES DIRECTOR AND SICK LEAVE POOL ADMINISTRATOR ARE COMBINED INTO THE HUMAN RESOURCES DIRECTOR POSITION.

THE DUTIES OF PAYROLL MANAGER ARE IN THE POSITION OF COUNTY TREASURER.