

Village of Antioch, Illinois

RESOLUTION NO. 15-99

**RESOLUTION ADOPTING REVISIONS TO EMPLOYEE POLICY 7.1 –
EMPLOYEE DISCIPLINARY GUIDELINES**

WHEREAS, the Village of Antioch (“Village”) is a municipality located in Lake County, Illinois;
and

WHEREAS, at certain times updates and amendments must be made to the Village personnel
policy; and

WHEREAS, such amendments may be made based upon the needs of employees, individual
incidents, changes in employment law, or other circumstances requiring new policy; and

WHEREAS, the purpose of the current Employee Disciplinary Policy is to allow for disciplinary
process which promotes consistent disciplinary guidelines to all employees; and

WHEREAS, the current Employee Disciplinary Policy allows for the removal of Personnel Action
Reports after a period of two (2) years if no subsequent disciplinary action is taken; and

WHEREAS, the current Employee Disciplinary Policy has been revised to require the retention
of Personnel Action Reports as required by the Local Records Commission; and

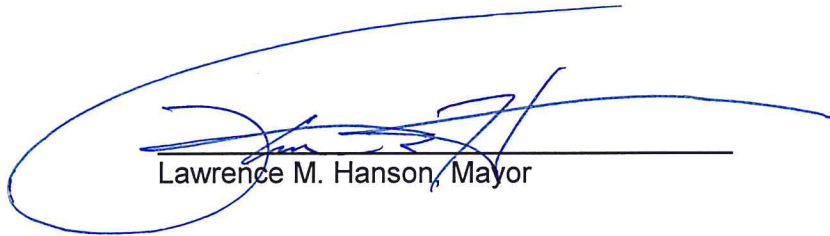
NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Trustees of the Village, to
adopt Employee Policy 7.1 – Employee Disciplinary Guidelines.

PASSED and APPROVED this 21st day of December, 2015

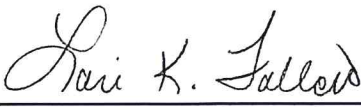
AYES: 6: Macek, Poulos, Jozwiak, Dominiak, Pierce and Johnson.

NAYS: 0.

ABSENT: 0.


Lawrence M. Hanson, Mayor

ATTEST:


Lori K. Folbrick, Village Clerk

