Changes Made – Policy Manual

PAGE	POLICY OR SECTION	1st QTR Meeting Changes Made	Further Changes Made After 2nd QTR Meeting AND/OR Approval
10	City of Stoughton Request or Position Recruitment Form	Added Various outlets for advertisement to checklist	Approved
35	Termination Policy	Addition of "The vacation leave bank will be paid out based on the proration schedule following their last regular pay period" AND "Refer to vacation proration schedule for Termination Policy"	Approved
51-52	Vacation Policy	Removed: everything under the heading "Computation of benefits when an employee terminates employment or retires is as follows: Replaced with "See Vacation Proration Policy"	Approved
145	Confined Spaces Policy	Under 2.0 Exceptions: Added City of Stoughton employees AND Removed word "Utilities" AND added "or rescue mode for preservation of life."	Approved
212	Uniforms & Personal Protective Equipment (PPE) Policy	Under Employees will be reimbursed for the purchase of safety shoes: for full and YR PT employees changed from $150 to $300.	Approved
256-257	COVID Pandemic Policy	In 1.0 added: "close" contact AND under 2.0 removed: last bullet point: Employees not yet scheduled…" AND Removed everything from: "FROM THE CDC:" down to the end of 2.0 AND Added "What to do if test is positive or there is close contact: 1. Stay home & monitor your health 2. Notify your Department Director for next steps	Approved