## TRUMBULL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Policy Section 3.25

## **CLASSIFIED AND UNCLASSIFIED EMPLOYMENT**

## PURPOSE:

To identify employment classification of Board employees and establish a probationary period for all classified civil service employees during the initial period of employment.

## POLICY:

- A. All employees of the Trumbull County Board of DD are presumed to be classified civil servants unless the position which they occupy has been exempted from the classified service by a lawful request of the employer, or by operation of law.
- B. Every classified employee shall serve a probationary period in which the employee established their suitability for long-term employment. This applies to both initial appointments and promotions. All classified employees of the Trumbull County Board of DD, must complete a probationary period of 180 working days.
- C. After completion of a prescribed probationary period, classified employees may only be disciplined for cause and by following the procedures set forth in Chapter 124 of the Ohio Revised Code.
- D. Some employees may serve in the unclassified civil service, or occupy positions which have been exempted from the classified service. Such employees serve at the pleasure of the Board. Unclassified employees are not prohibited from partisan political activity.

Reference:

OAC 3349-8-75

Adopted: <u>5/26/98</u> Updated: <u>7/24/2012</u>

0/24/2023

Board President

Superintenden