

BOARD OF AGRICULTURE
Prohibitions and Penalties (P&Ps) – Revisited
December 3, 2014

Page 1 – Change approval date (if appropriate) to December 3, 2014.

Page 2 – No changes.

Page 3 – Confirmation of oral warning to be included in Department personnel file; oral warning confirmation cannot be retained in the Central permanent record; letters of instruction are used as coaching tools and retained in supervisory files only; disciplinary actions must have witness signature (where designated).

Page 4 – No substantive changes.

Page 5 – No substantive changes.

Page 6 – B6 merged with B28; B10 merged with F20; B11 moved to F21 and F22; B12 moved to F23; B13 moved to F18. B9 (renumbered) adds “willful or unauthorized (penalties 1-5, 2-5, 5);” B10 (new) unauthorized use or release of confidential information (penalties 1-4, 2-5, 5). B16 (edited) to add, “any public record including” and to include, “and/or information in client or agency files---broadened (penalties 1-4, 3-5, 5).

Page 7 – B19 removes reference to monetary value for theft or misappropriation; B20 removes monetary value for taking or using of property belonging to federal or state government, fellow employees, or any unauthorized person (penalty 1-5 first offense instead of 2-5); B23 removes reference for or not for “personal financial gain;” B25 change in penalties (1-5, 2-5, 3-5).

Page 8 – B34 merged with B16; B35 now B34; new B34 edited to remove negligently and intentionally (penalties 1-4, 3-4, 5).

Page 9 – C5 edited to remove “on state owned equipment” and “on personal equipment;” C8 edited to clarify intent; C9 merged with C14; C14 edited to add “or abuse of leave privileges” (penalties consolidated 1-5, 3-5, 5); D1 adds “and/or disobeying or refusing to abide to a Statute or regulation.”

Page 10 – D12 merged with D1; new D12 removal of “intimidating.”

Page 11 – D17 edited penalties (4-5, 4-5, 5); E6 merged with E1, E9, and E13.

Page 12 – No substantive changes.

Page 13 – F16 edited to include clarifying information; F18 enhanced with B13 merge; F19 merged with F8; F20 merged with F21, F22.

Page 14 – F20 result of B10 move; F21 result of B11 move; F22 result of B11 move. Moved from (B) Performance on the job to (F) Misuse of state property or equipment. F24 moved from K10.

Page 15 – G14 moved to H26.

Page 16 – H5 merged with H3.

Page 17 – H21 penalty change from 5 to 4-5; allows for demotion to a position where POST is not a requirement if employee cannot meet POST requirements.

Page 18 – H26 merge from G14; H27 merge from K8.

Page 19 – No substantial changes.

Page 20 - K8 moved to H27 – (H) Other Acts of Misconduct or Incompatibility; K10 moved to F24 – (F) Misuse of state property or equipment.