

ADMINISTRATIVE ORDER NO. 2018-19
22nd JUDICIAL CIRCUIT
McHENRY COUNTY, ILLINOIS

WHEREAS, the Circuit Court of the Twenty-Second Judicial Circuit is a large and complex organization; and

WHEREAS, employees of the Court are identified as working in the following departments of the Court: Court Administration, Law Library, Jury Commission, Office of Special Projects and the Department of Probation and Court Services; and

WHEREAS, the County of McHenry has updated its Personnel Policy Manual, effective May 1, 2018; and

WHEREAS, it is convenient and appropriate to adopt to the County of McHenry Personnel Policy Manual; and

WHEREAS, it continues to be necessary and appropriate for the Twenty Second Judicial Circuit to have a policy and procedure handbook for the employees of the Twenty-Second Judicial Circuit so they may successfully fulfill their duties.

THEREFORE, IT IS HEREBY ORDERED:

The Chief Judge of the Circuit Court of the Twenty Second Judicial hereby adopts the County of McHenry Policy Manual, in conjunction with the Circuit Court of the Twenty-Second Judicial Circuit Personnel Policy Manual.

IT IS FURTHER ORDERED; that if conflicts arise between the two policy manuals, the Circuit Court of the Twenty-Second Judicial Circuit Personnel Policy Manual shall be the governing document; and

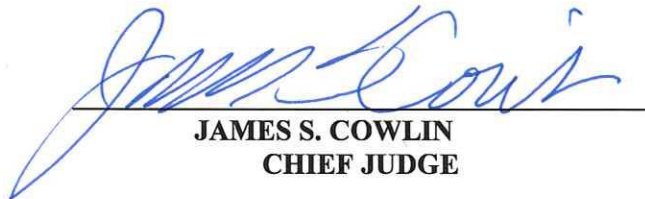
IT IS FURTHER ORDERED; where appropriate the titles contained within the County of McHenry Policy Manual, are hereby replaced with the appropriate titles of Court employees; and

IT IS FURTHER ORDERED; as relates to collective bargaining unit members, the Collective Bargaining Agreement with AFSCME 31, shall supersede conflicting provisions of the policy manuals and the Collective Bargaining Agreement, shall govern; and

IT IS FURTHER ORDERED that this Order shall be effective January 1, 2019 and until further order of this Court.

IT IS SO ORDERED.

DATED: 12-21-2018



JAMES S. COWLIN
CHIEF JUDGE