

**PORT OF COUPEVILLE**  
**ISLAND COUNTY, WASHINGTON**  
**RESOLUTION NO. 237-1B**

**A RESOLUTION of the Board of Commissioners of the Port of Coupeville, Island County, Washington, to adopt the Updated Employee Handbook.**

**WHEREAS**, the Port of Coupeville is a special purpose district established under the laws of the State of Washington, and

**WHEREAS**, the Port of Coupeville has the authority to adopt personnel rules and regulations concerning personnel matters, including but not limited to: Probationary periods, vacation, health benefits, sick leave regulations, compensation, professional conduct, performance evaluations, and other personnel matters; and

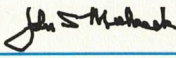
**WHEREAS**, the Port of Coupeville has determined it is desirable and in the public interest to adopt and update the employee handbook to address employment and personnel matters to apply to Port of Coupeville employees.

**WHEREAS**, it is expected that revisions to the Employee Handbook will be made periodically and employees will receive revisions upon Board of Commissioner approval.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Port of Coupeville, Island County, Washington that the Board of Commissioners adopt the Updated Employee Handbook, dated September 22, 2021, a copy of which is attached hereto and incorporated by reference herein, to replace all prior Personnel Policies.

**ADOPTED** by the Board of Commissioners of the Port of Coupeville at the public meeting held this 22<sup>nd</sup> day of September, 2021 and duly authenticated in open session by the signatures of the Commissioners being present and voting.

  
David Day (Oct 1, 2021 06:56 PDT)

  
John S. Mishasek (Sep 30, 2021 16:13 PDT)

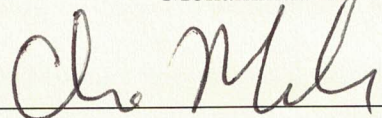
  
Mohammad Mostafavinassab (Oct 3, 2021 19:41 PDT)

David Day

John Mishasek

Mohammad Mostafavinassab

Attest: This 22<sup>nd</sup> day of September, 2021



Chris Michalopoulos, Executive Director









# Resolution 237-1B Adoption of Updated Employee Hanbook

Final Audit Report

2021-10-07

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✔ Agreement completed.  
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