

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: _____

Meeting Date: 11-10-2025

Submitted By: _____

Department: _____

Signature of Elected Official/Department Head:

<p>Court Decision: This section to be completed by County Judge's Office</p> 
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Description:

Discuss the Johnson County Employee Handbook and Related Policies

Motions:

1-1-2026 Eliminate Bonus Vacation Days

Add 3 Additional Personal Days or 24 Hrs

Change 180 Day Probation Period to 90 Days with Option for Elected
Officials & Department Heads to Extend to 180 Days If Found

Necessary in Writing

1-1-2027 Add 2 Additional Personal Days or 16 Hrs

(May attach additional sheets if necessary)

Person to Present: _____

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) PUBLIC CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: _____ minutes

Session Requested: (check one)

Action Item Consent Workshop Executive Other _____

Check All Departments That Have Been Notified:

County Attorney IT Purchasing Auditor

Personnel Development Services Facilities Management

Other Department/Official (list) _____

**Please List All External Persons Who Need a Copy of Signed Documents
In Your Submission Email**