

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA**  
**and for Special Districts, Agencies and Authorities Governed by the Board**

Adopted this Resolution on 10/17/2017 by the following vote:

AYE: ☐  
NO: ☐  
ABSENT: ☐  
ABSTAIN: ☐  
RECUSE: ☐



**Resolution No. 2017/325**

In the Matter of adopting a revised Alcohol and Other Drug Abuse Policy

WHEREAS the Board of Supervisors enacted Resolution No. 92/52 hereinafter referred to as the Alcohol and Other Drug Abuse Policy; and WHEREAS the Board of Supervisors continues to oppose the use of illegal drugs to protect the public's safety and welfare and in order to provide a safe work environment; and WHEREAS revision to the Alcohol and Other Drug Abuse Policy is necessary to confirm that marijuana remains prohibited in the workplace under federal law, notwithstanding the Adult Use of Marijuana Act of 2016 (Proposition 64), which was passed by voters on November 8, 2016)

NOW, THEREFORE, BE IT RESOLVED that Resolution No. 92/52 is hereby rescinded and superseded by the following revised Alcohol and Other Drug Abuse Policy:

1. The Government of Contra Costa County has the overall goals of reducing the incidence of the abuse of alcohol and other drugs through prevention and education together with intervention and treatment. The County believes that alcohol and other drug abuse are conditions requiring professional intervention and recovery services. Because Contra Costa County Government is committed to protecting the health, well-being and safety of employees and the public from hazards relating to alcohol and other drug abuse by employees, it will: (a) encourage affected individuals to seek professional help voluntarily at an early state; and (b) assist supervisors in dealing with associated problems related to work performance.
2. Pursuant to the requirements of the federal Drug-Free Workplace Act of 1988 (41 USC §§ 8101 et seq.) and the California Drug-Free Workplace Act of 1990 (CA Gov. Code §§ 8350 et seq.), it is the policy of the Contra Costa County Government to continue to provide a drug-free workplace.
3. For purposes of this policy only, "workplace" means a site for the performance of work that includes 1) all property under the control and use of Contra Costa County, and 2) the employee's location while on County business, such as while operating County vehicles or equipment.
4. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, as defined by the federal Comprehensive Drug Abuse Prevention and Control Act (21 USC § 812), including marijuana, is prohibited in the workplace.
5. The consumption, use, being under the influence of, or unlawful distribution of alcohol is prohibited in the workplace.
6. Any violation of this policy by an employee of Contra Costa County may result in: (1) requiring such employee to participate satisfactorily in a substance abuse assistance or rehabilitation program; and/or (2) disciplinary action up to and including termination.
7. An employee must notify her/his department head within five calendar days of any criminal drug statute conviction for a violation occurring in the workplace .
8. An employee will not be disciplined because she/he voluntarily requests assistance for a substance abuse problem. However, seeking assistance or raising any claim related to substance abuse does not relieve an employee of her/his responsibility to meet the County's performance, safety, or attendance standards, does not relieve an employee of her/his responsibility to adhere to this policy, and does not insulate the employee from discipline for reasons other than seeking assistance for a substance abuse problem.
9. The County Administrator and Departments may adopt regulations consistent with this policy.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

**ATTESTED: October 17, 2017**

David J. Twa, County Administrator and Clerk of the Board of Supervisors

**Contact: Dianne Dinsmore, 925-335-1766**

By: , Deputy

**cc:** All County Departments (via Human Resources Department)