



HUMAN RESOURCES DEPARTMENT
FORT BEND COUNTY, TEXAS

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Director of Human Resources

To: Judge KP George
Commissioner Vincent Morales
Commissioner Grady Prestage
Commissioner Andy Meyers
Commissioner Dexter McCoy

From: Nicole Ledet

Date: March 8, 2024

Subject: Revision to Employee Information Manual policies to include:
Policy 301- Drug and Alcohol Detention and Deterrence for All Fort Bend County Employees
Policy 302: Drug and Alcohol Testing for Employees Performing FMCSA Defined Safety Sensitive Duties
Policy 303: Drug and Alcohol Testing for Employees Performing FTA Defined Safety Sensitive Duties

Human Resources is submitting the recommended revisions to the Fort Bend County Information Manual:

Policy 301- Drug and Alcohol Detention and Deterrence for All Fort Bend County Employees
Policy 302: Drug and Alcohol Testing for Employees Performing FMCSA Defined Safety Sensitive Duties
303: Drug and Alcohol Testing for Employees Performing FTA Defined Safety Sensitive Duties

On July 25, 2023, a motion by Commissioner McCoy to revise policy 301 regarding pre-placement of employees was tabled.

A committee comprising of County Attorney's Office, Human Resources, Risk Management, District Attorney's Office, Precinct 4 and County Auditor was formed to review all policies associated with drug and alcohol testing.

Based on the committee's review, it is recommended that policy revisions be made to:

- Remove barriers to the pre-employment hiring process
- Align policies with other public agencies and jurisdictions