

PEACE OFFICER MERIT COMMISSION POLICY & PROCEDURE

EXEMPT APPOINTMENTS

PURPOSE

To establish a process to create Exempt Appointments and return a merit system officer who is appointed to an exempt position to their prior merit position.

PROCEDURE

- 1.0 When creating an exempt appointed position, the following procedure shall be followed:
 - 1.1 The Sheriff shall make a written request to the Merit Commission for a new position or a change of status of a specific position and shall provide the Merit Commission with a written job description and proposed justification of the action.
 - 1.2 The Merit Commission shall consider the Sheriff’s request and issue a written decision approving or disapproving the creation of a new position.
 - 1.3 The Sheriff shall request approval of the new position by the appropriate legislative body.
- 2.0 In the event a merit system officer is elected Sheriff, or the Sheriff appoints a merit system officer from either the UPD (prior to July 1, 2025) or the Sheriff’s Office, the officer’s merit system status shall automatically be suspended for the period of time the officer remains Sheriff or in a Merit Exempt appointment.
 - 2.1 At the end of the term of election to Sheriff or suspension of merit status of a merit system officer, the officer shall be returned to the Sheriff’s Office without examination to their former merit rank.

APPROVED AND PASSED THIS 28 day of August 2023.

SALT LAKE COUNTY
PEACE OFFICER MERIT COMMISSION

By: 
David Salazar, Chair