

The following revision is effective on the 23rd day of September, 2025.

Revision R-22

1. Amendment to Departments & Administrators
Added David Wilson as Taney County Assessor
2. Amendment to Section 26-6. Jury / Witness Duty

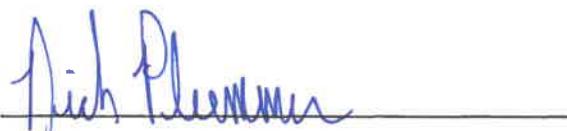
Section 26-6. Jury / Witness Duty.

Full Time and Part Time Employees with benefits who are subpoenaed as a witness in a civil or criminal case or selected to serve on a jury shall be granted paid leave during their absence.

There is no time limit for jury or witness duty; however, Employees are expected to report for work whenever the court schedule permits. When an Employee receives notice that they are to serve on a jury or are subpoenaed as a witness, the Employee must provide notice to your Elected Official or Department Head as soon as possible. The Employee must also provide a copy of the notice to Human Resources.

Excused from Jury / Witness Duty. Essential personnel such as Law Enforcement Employees or Department Heads may be required to request to be excused from jury duty by the court. The Employee's Elected Official or Department Head may request that the Employee be excused from jury duty if the Employee's absence would create serious operational difficulties. However, a request to be excused is not binding on the court and you may be required to serve.

Revision R-22 to the Personnel Policy Manual is hereby submitted and adopted the 23rd day of September, 2025.



Nick Plummer, Presiding Commissioner



Shane Keys, Eastern Commissioner



Brandon Williams, Western Commissioner