

**RESOLUTION 18-24 – AUTHORIZING A PROFESSIONAL DEVELOPMENT POLICY**

WHEREAS, the Delaware River and Bay Authority (the “Authority”) is committed to excellence in public employment; and

WHEREAS, the Authority is committed to recruiting, employing and retaining high quality individuals, possessing required knowledge, skills, and abilities for their respective job duties; and

WHEREAS, the Authority has never previously had a Professional Development Policy; and

WHEREAS, the Authority’s Professional Development Policy will empower employees to take advantage of such programs; and

WHEREAS, the Professional Development Policy is meant to be read in conjunction with the Authority’s Travel Policy; and

WHEREAS, the Authority has determined that it is in the Authority’s best interest to enact the Professional Development Policy remaining committed to its employees and their development; and

WHEREAS, the Authority’s Personnel Committee has reviewed the proposed policy and recommends its consideration to the Board.

**NOW, THEREFORE BE IT RESOLVED that the Authority’s Professional Development Policy attached as Exhibit A is hereby enacted.**

**A motion to approve Resolution 18-24 was made by Chairperson Hogan, seconded by Commissioner Smith, and approved by a roll call vote of 12-0.**

## **Resolution 18-24 Executive Summary Sheet**

Resolution: Authorizing a Professional Development Policy

Committee: Personnel Committee

Committee Date: June 19, 2018

Board Date: June 19, 2018

Purpose of Resolution: To create a Professional Development Policy.

### Background for Resolution:

The Professional Development Policy serves as a pathway for Authority Employees to understand the scope of Professional Development and encourages use of the program by various means.

The policy includes information on utilization, clarification of what Professional Development covers, how to obtain certification programs, and travel compliance under the program.

Implementation of this policy will empower employees to take advantage of such programs, ensure fiscal responsibility, accountability, and total program management by the Education and Development Office.

This is a separate policy from the Tuition Assistance Policy in order to prevent confusion of the two (2) and the benefits that such programs offer.

Finally, the policy includes a section on travel and lodging that ensures Employees have a clear understanding of this program and ties it to Delaware River and Bay Authority's Travel Policy.