



**WHATCOM COUNTY  
EXECUTIVE ORDER 2020-06**

**SELECTIVE HIRING FREEZE**

**WHEREAS**, the County Executive recognizes an immediate need to reduce expenditures due to the COVID-19 event's significant impact on county cash flow and revenues;

**NOW, THEREFORE, BY** virtue of the power vested in me by the home rule charter and the County Code for Whatcom County, I hereby order the implementation of a "SELECTIVE HIRING FREEZE" through October 31, 2020 as follows:

- Recruitment activity for currently vacant regular and temporary extra help positions shall cease except for designated positions where the Executive's Office has given "freeze exception" authorization:
  - Where an offer of employment has been made and accepted.
  - Designated essential positions which will be filled internally.
  - Positions supporting the emergency response to COVID-19.
- With future vacancies, Department Heads will continue shifting tasks within the department to provide operational, developmental, or business-related benefits to the County during the COVID-19 event.
- Department Heads can submit a requisition to recruit internally for a qualified internal County applicant if the resulting subsequent vacancy will be frozen.
- Department Heads may submit a written request for a Hiring Freeze exception by individual position with justification for the critical need for the position in 2020 and revenue or cost impacts of not filling the position. The Human Resources and Finance Managers will review and prepare recommendations to the County Executive for each request.

**DATED** this 20th day of April, 2020.

Satpal Singh Sidhu, Whatcom County Executive