

Supreme Court of Kentucky

2022-28

ORDER

IN RE: Amendment to Section 1.05 of the Rules of Administrative Procedures, AP Part III, Personnel Policies

Under Sections 110(5)(b) and 116 of the Constitution of Kentucky, it is ORDERED that Section 1.05 of the Rules of Administrative Procedures, AP Part III, Personnel Policies, is deleted in its entirety and replaced as follows:

SECTION 1.05 Non-Tenured Employees

- (1) Non-tenured positions are as follows:
 - (a) Judicial staff, including administrative support assistants, administrative support specialists, legal assistants, and case managers hired on or after September 1, 2004; part-time employees hired on or after April 15, 2018; staff attorneys, court administrators, and employees of the court administrator's office;
 - (b) Chief deputy clerks within the Offices of Circuit Court Clerk;
 - (c) Executive administrative employees of the Court of Justice as follows: Chief of Staff and Counsel to the Chief Justice, Clerk of the Supreme Court, and AOC Director;
 - (d) Principal administrative employees of the Supreme Court and Court of Appeals; and principal administrative employees of the AOC as follows: AOC Deputy Director, General Counsel, Deputy General Counsel, Senior Legal Counsel, Legal Counsel, State Law Librarian, Directors, Executive Officers, Managers, Assistant Managers, Executive Assistants, Family Services Administrators, and Family Court Liaisons;
 - (e) Federally funded, time-limited positions;

- (f) Temporary employees;
 - (g) Interns; and
 - (h) Other new positions as designated in writing by the Chief Justice or designee.
- (2) Non-tenured employees serve at the pleasure of and at the will of their appointing authority for an unspecified period of time. The appointing authority may terminate an employee's employment for any reason or no reason, with or without notice, at any time. No provision in other KCOJ policies and procedures alters this status.
- (3) Non-tenured employees must sign the Non-Tenured Status Acknowledgment Form and submit it to the AOC HR Department. Failure to submit the acknowledgment form does not change an employee's at-will status.

This Order shall be effective February 1, 2022, *nunc pro tunc*.

All sitting; all concur.

Entered this 7th day of June 2022.


CHIEF JUSTICE