



## Scenario #2

Your secretary comes to work 15 to 20 minutes late every morning. You have talked to her about it in the past but the situation has not gotten any better. When you spoke to her she said you were being unfair because the 4-H agent sometimes comes in late and leaves during the day to take care of personal errands. She even accused you of discriminating because the 4-H agent is a male and she is a female.

1. How would you handle this situation?
2. Do you think she has a discrimination case? How would you handle the discrimination charge?
3. Should the 4-H agent and the secretary be treated the same?

### Scenario #3

You received a phone call over the weekend from the Sheriff's Department informing you that your 4-H Program Assistant and his wife have been arrested for growing marijuana in their home. The Sheriff said that they removed over 100 marijuana plants in containers from the home and that both suspects are being held in the county jail pending bond. Other than this one incident, he has always been an exemplary employee.

1. What would be your first actions to address this situation?
  
  
  
  
  
  
  
  
  
  
2. Is this a typical case where progressive discipline practices would be employed? Why or why not?
  
  
  
  
  
  
  
  
  
  
3. Can the employee be terminated?

Bonus Question: What would you say to the newspaper reporter who called on Monday morning inquiring about the story?

#### Scenario #4

Your secretary comes to work with alcohol on her breath and is obviously intoxicated. You have suspected in the past that she might have a drinking problem, but it has never affected her work. When you confront her, she starts crying, admits she has a problem and says she needs help.

1. How would you handle this situation?
2. Would you handle it differently if she denied she had been drinking and denied she has a problem?
3. After you discussed this with her, would you allow her to stay at work or would you send her home?