

PERSONNEL BOARD



REGULAR MEETING Thursday, May 26, 2016

5:15 p.m.

@ 440 Civic Center Plaza – City Council Chambers



AGENDA

Chair: Elaine Merriweather

Vice Chair: Yvonne Nair

Personnel Board Members

McKinley Williams

Vicki Winston

1. **ROLL CALL**
2. **AGENDA REVIEW**
3. **STATEMENT OF CONFLICT OF INTEREST**
4. **APPROVAL OF MINUTES**
 - a. Regular Meeting of March 24, 2016
5. **PUBLIC COMMENT**
6. **NEW BUSINESS**
 - a. Discuss and approve updated Procedures and Protocols for Personnel Board
 - b. Discuss whistleblower policy: At present, the City of Richmond lacks an ordinance or policy to protect City employees who report or otherwise inform their superiors of possible illegal or unethical action, activity, or other behavior that threatens the integrity of the City or relates to the quality and delivery of City services. (Vice Chair Nair)
 - Discuss the need for a whistleblower policy, with reference to the case of Stacie Plummer vs. City of Richmond
 - Review current Richmond Municipal Code and policies for content related to whistleblowing and protection of whistleblowers from retaliation
 - Explore whistleblower ordinances and policies in neighboring municipalities, including Oakland
 - c. Discuss grievance appeal hearing – SEIU 1021 (Vice Chair Nair)
 - d. Discuss spending on outside attorneys: Discuss amount spent by the City of Richmond on outside attorneys in grievance hearings (Vice Chair Nair)
7. **UNFINISHED/OLD BUSINESS**
 - a. Discuss Anti-bullying policy: To insure compliance with California AB2053 which went into effect January 1, 2015, and in the interest of providing a healthy workplace culture, direct the City Manager to (1) amend the existing harassment policy to include prohibition of abusive

conduct/bullying behavior in the workplace including the provision of administrative procedures for preventing, reporting and responding to such prohibited conduct, and (2) provide training to all employees on the prevention of abusive conduct in addition to and along with the sexual harassment training currently required by law. (Vice Chair Nair)

- b. Discuss update on Richmond Library and Cultural Services Department internal audit. (Vice Chair Nair)

8. REVIEW OF SUBPOENA(S)

Discuss and issue subpoenas for upcoming grievance appeal hearing – SEIU 1021

9. CONSIDERATION OF PROBLEMS AND REPORTS

None

10. ADJOURNMENT

NOTE: Copies of items to be distributed from the Public to the Personnel Board must also include two (2) copies; one (1) for the Secretary to the Board and one (1) for Board Counsel.

COMMUNICATION ACCESS INFORMATION This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator at (510) 620-6509 at least three business days before the meeting date.