

PERSONNEL BOARD



REGULAR MEETING Thursday, October 27, 2016

5:15 p.m.

@ 440 Civic Center Plaza – City Council Chambers



AGENDA

Chair: Elaine Merriweather

Vice Chair: Yvonne Nair

Personnel Board Members

Steve Early

McKinley Williams

1. **ROLL CALL**
2. **AGENDA REVIEW**
3. **STATEMENT OF CONFLICT OF INTEREST**
4. **APPROVAL OF MINUTES**
 - a. Regular Meeting of August 25, 2016
5. **PUBLIC COMMENT**
6. **NEW BUSINESS**
 - a. **DISCUSS** the efficiency of grievance hearings and whether proceedings can be improved in order to shorten the time required while hearing the maximum amount of testimony. (Vice Chair Nair)
7. **UNFINISHED/OLD BUSINESS**
 - a. **DISCUSS** toolkit for new Personnel Board members: When new members join the Personnel Board, in order to help them do the best job possible, they would benefit from a Personnel Board Toolkit, which would help them understand past issues and current challenges. Content would include the Charter, rules, MOUs, and conflicts of interest. (Vice Chair Nair)
 - b. **RECEIVE** an update on the whistleblower policy survey set to be presented at the October Personnel Board meeting on:
 - Explore whistleblower ordinances and policies in neighboring municipalities, including Oakland (Vice Chair Nair)
 - c. **UPDATE** on the Library Commission response to the Richmond Library and Cultural Services Department internal audit. (Vice Chair Nair)
 - d. **RECEIVE** an update on language for General Order number 33 (from

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.

June meeting).

- e. DISCUSS Anti-bullying policy: Discussion of Berkowitz Civility Group proposal for helping to implement an anti-bullying policy for the City of Richmond. (Vice Chair Nair)

8. REVIEW OF SUBPOENA(S)

9. CONSIDERATION OF PROBLEMS AND REPORTS

- a. Grievance Appeal Hearing Deliberation – Local 1021 to follow immediately after adjournment of Regular Meeting

10. ADJOURNMENT

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