

MEMORANDUM

For: Members of the Finance and Personnel Committee

From: Deputy City Attorney Scott R. Letteney

Subject: Summary of Ordinance Changes regarding HR Department
Agenda Item 08-1991

Date: April 15, 2008

The proposed amendments related to the Human Resources Department does as follows:

- Eliminates the Human Resources Director position.
- Formally creates the Human Resources Department. The duties of the Human Resources Department in this draft are identical to the duties of the Human Resources Director as previously existed.
- Eliminates all references to the "Human Resources Director." Generally, these references are replaced by "Human Resources Department."
- Designates the City Attorney as the Administrative Manager of the Human Resources Department.
- Permits the City Attorney to name a manager of the Human Resources Department from among the human resources professional staff. Such manager will have the day-to-day responsibility to run the HR Department.
- Provides that the City Attorney is responsible for the conduct of labor negotiations with the assistance of the Human Resources Department.
- Cleans up some language, including changing leftover references to the "finance and human resources committee" to "finance and personnel committee."
- Adds the Director of Information Services to the list of employees that are appointed by the Mayor and confirmed by the Council. (I believe this was inadvertently omitted when the IS Director position was created and added to the ordinances.)