

INTRODUCED: July 24, 2017

A RESOLUTION No. 2017-R053

To amend Res. No. 88-R145-164, adopted Jul. 11, 1988, as previously amended by Res. No. 98-R136-141, adopted Sept. 14, 1998, and Res. No. 2007-R122-111, adopted Jul. 23, 2007, which established a process for selecting members to serve on the Personnel Board, to make changes to the procedures for selecting members of the classified service of the City to serve on the Personnel Board.

Patron – Mr. Addison

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: SEPT 11 2017 AT 6:00 P.M.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RICHMOND:

I. That Resolution No. 88-R145-164, adopted July 11, 1988, as previously amended by Resolution No. 98-R136-141, adopted September 14, 1998, and Resolution No. 2007-R122-111, adopted July 23, 2007, be and is hereby amended as follows:

That three members of the classified service of the City shall be selected by the members of the classified service of the City for consideration by the Council in appointing one

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: SEPT 11 2017 REJECTED: _____ STRICKEN: _____

as a member of the Personnel Board for a term of five years or to fill an unexpired term when a vacancy occurs.

1. When a vacancy occurs for a classified employee representative on the Personnel Board, the City Clerk shall ~~[ask the City Manager to appoint a committee consisting of one representative for approximately each 200 employees, distributed among all the departments and agencies employing]~~ post notice of the vacancy, instructions on how to apply for appointment to the Personnel Board, and the deadline to submit an application for the vacancy on the City's intranet website as notice to all members of the classified service ~~[, in an equitable manner].~~

2. ~~[This committee shall meet on call of the City Clerk at a time designated by him, and shall nominate 6 members of the classified service for such vacancy]~~ The Office of the City Clerk shall compile all applications submitted by persons eligible for appointment and prescribe the manner by which the election shall take place.

The names of the ~~[six members so nominate]~~ eligible applicants shall be placed on a ballot and all classified service employees shall be notified ~~[of]~~ on the City's intranet website by posting the names of the nominees at least ~~[two weeks]~~ ten days prior to the election date, and will also be notified of the date, location and time of the election including the manner in which ~~[an]~~ regular and absentee ~~[ballot]~~ ballots may be obtained and cast.

Any classified service employee who will be absent on the designated election day because of vacation, business or military service, may cast an absentee ballot during the week preceding the election. The ~~[City Registrar]~~ Office of the City Clerk shall prescribe the form of

the absentee ballot and shall supervise the manner of their casting and tabulation. Absentee ballots may be obtained and cast in the [~~Registrar's~~] Office of the City Clerk, Room [408] 200, City Hall. [~~Nonabsentee ballots may be cast on a voting machine or other device used by the City of Richmond for official elections.~~]

Each employee in the classified service shall have the right to vote for three of the [~~six~~ names] nominees appearing on the ballot. The City Clerk [~~and City Registrar~~] shall add and certify total votes cast for each candidate, and certify to the Council the three receiving the greatest number of votes.

3. Notwithstanding the above requirements, the Council may appoint a classified employee without completing the election process (i) in order to fill a vacancy that occurs within six [~~(6)~~] months of the end of a classified employee member's term on the Personnel Board or (ii) on an interim basis pending the completion of the election process for which this resolution calls.

II. That this amendatory resolution shall be in force and effect upon adoption.



Lou Brown Ali
Council Chief of Staff

Richmond City Council

The Voice of the People

Richmond, Virginia

Office of the Council Chief of Staff

Council Ordinance/Resolution Request

TO Allen L. Jackson, Richmond City Attorney

THROUGH Lou Brown-Ali, Council Chief of Staff *MLB on behalf*

FROM Joyce L. Davis, Council Policy Analyst
Office of the Council Chief of Staff *JLD*

COPY Andreas Addison, 1st District Council member
Haskell Brown, Deputy City Attorney
Meghan Brown, Deputy Council Chief of Staff *MLB*
Chelsi Bennet, 1st District Council Liaison

RECEIVED

JUL 14 2017

OFFICE OF CITY ATTORNEY

DATE July 13, 2017

PAGE/s 1 of 2

TITLE: Resolution No. 2007-R122-111 to Amend Procedures for Selecting Classified Service Employees to Serve on the Personnel Board

This is a request for the drafting of an **Ordinance** **Resolution**

REQUESTING COUNCILMEMBER/PATRON

SUGGESTED STANDING COMMITTEE

Council Member Andreas Addison

Governmental Operations

ORDINANCE/RESOLUTION SUMMARY

Resolution No. 2007-R122-111 to Amend Procedures for Selecting Classified Service Employees to Serve on the Personnel Board.

BACKGROUND

This Resolution is to amend Res. No. 2007-R122-111 which proposes changes to the selection process of classified service employees to serve on the Personnel Board. The procedures and changes to the procedures are as follows:

- Strike the requirement to create a nominating committee with six members from the classified service of employees to vote for the candidates to serve on the Personnel Board.
- Strike the manner of electing nominees by transferring responsibility for the voting process from the General Registrar to the Office of the City Clerk.
- Classified Employees will be notified via StarNet of an existing or upcoming vacancy on the Personnel Board and instructions on how to

apply and the deadline to submit an application to serve on the Personnel Board.

- The Office of the City Clerk will compile all applications submitted by persons eligible for appointment and prescribe the manner by which voting shall take place.
- At least 10 days prior to the election, the Clerk shall post notice to include the names of all candidates, as well as the instructions for casting regular and absentee votes.
- The method for casting absentee ballots will remain the same, however, the City Clerk's Office will substitute for the responsibility of the Office of the General Registrar.
- Classified service employees may vote for up to three candidates appearing on the ballot. The City Clerk shall add total votes cast for each candidate and present to Council the three receiving the greatest number of votes.
- Section 3, page 2 of Resolution No. 2007-R122-111 concerning filling the vacancies on an interim basis will remain the same.

The proposed introduction date is July 24, 2017.

FISCAL IMPACT STATEMENT

Fiscal Impact	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Budget Amendment Required	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Estimated Cost or Revenue Impact	\$	

Attachment/s Yes No

Richmond City Council Ordinance/Resolution Request Form/updated 12.22.08/srs