

## CITY COUNCIL COMMITTEE

### **POLICY DEVELOPMENT AND INTERNAL OPERATIONS**

Mayor Tim Grayson, Chair  
Laura Hoffmeister, Committee Member

5:30 p.m.  
Thursday, May 14, 2015

Wing A, Garden Conference Room  
1950 Parkside Drive, Concord

### **- ANNOTATED AGENDA -**

**ROLL CALL:** All present

**STAFF PRESENT:** Mark S. Coon, City Attorney; Laura Brunson, Human Resources Director; Jovan Grogan, Deputy City Manager

**MEMBERS OF THE PUBLIC WHO ADDRESSED THE COMMITTEE:** None

**PUBLIC COMMENT PERIOD:** None

**1. REVIEW** – Proposed Revisions to Policy & Procedure No. 37.4 (“Employment of Relatives”)

**ACTION:** Staff provided Mayor Grayson and Vice-Mayor Hoffmeister with proposed revisions to Policy & Procedure 37.4 (“Employment of Relatives”). The proposed revisions would permit the intra-departmental hiring of employees who are related to existing employees, so long as the existing employee(s) has submitted, in writing, notice to the Human Resources Department of his/her intention to resign or retire from the City within six months of the date of hire of the incoming, related employee.

With respect to related incoming employees in the Police Academy, the six-month period would begin from the date the employee graduates from the Academy and begins active duty as a City of Concord police officer.

Staff advised Mayor Grayson and Vice-Mayor Hoffmeister that the proposed revisions would permit prospective employees to “follow in the footsteps” of their relatives, while largely avoiding

the negative impacts that hiring of relatives can create. Staff pointed out that there is the potential that after an incoming employee is hired, his/her relative (who already is an existing City employee) could withdraw his/her notice of intention to resign/retire, in which case the City would not be able to terminate the related employee. Nevertheless, this scenario is fairly unlikely, and the involved Department Head would always have the option of transferring the newly-hired employee to a different department if problems arose.

At the conclusion of staff's presentation, Mayor Grayson and Vice-Mayor Hoffmeister voted to forward the proposed revisions to Policy & Procedure 37.4 to the full City Council for consideration.

2. **DISCUSSION** – Project Labor Agreements (PLAs)

Mayor Grayson provided staff with a copy of a proposed City of Martinez Resolution requiring Project Labor Agreements on any City Capital Improvement Projects costing \$500,000 or more. (That resolution has not yet been adopted.) Mayor Grayson indicated that the cities of Antioch and Pittsburg are also considering the adoption of a similar resolution, although the specifics have yet to be finalized.

Mayor Grayson indicated that he would be providing staff with written materials relating to those proposals within the next few days. He further indicated that he would like staff to draft a similar proposal for Concord. Mayor Grayson indicated that staff should include within its analysis the potential for carving out the Reuse Area from the scope of the prospective Project Labor Agreement legislation.

Mayor Grayson and Vice-Mayor Hoffmeister indicated that they would like staff to work with the other Contra Costa County cities considering Project Labor Agreement legislation. Ideally, any such legislation would be adopted by the involved cities at roughly the same time. Staff was directed to return to the PD&IO Council Committee once it has completed its analysis.

2. **ADJOURNMENT** at 6:20 p.m.

Reviewed by:  
  
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Jovan Grogan, Deputy City Manager

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