

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING

JUNE 13, 2019

ITEM 10.c.i

**RESOLUTION MAKING ADDITIONAL MINOR AMENDMENTS TO BOARD POLICY
CHAPTER 3000 “PERSONNEL MANAGEMENT” AS A RESULT OF ADDITIONAL PUBLIC
AND BOARD COMMENTS**

BACKGROUND

After soliciting public input and Board discussion at the April 25, 2019 and May 25, 2019 Board meetings, the Board adopted Policy Chapter 3000 titled “Personnel Management” at the May 25th meeting. However, the Board and General Manager wished to make additional amendments which, taken together, amount to minor changes in language that clarify the Board’s intent with this Policy and/or improve the grammar and syntax for purposes of reader comprehension.

It is important to point out that all comments and suggested changes by Board members or the public were considered before making these recommendations.

A revised Policy Chapter 3000 is attached in “track changes” mode to highlight the requested changes from the May 25th version.

Key topic areas for change, include:

- Various changes that clarify the Police Chief and Captain are subject to these policies if they don’t conflict with other agreements;
- Refinement on the list of prohibited conduct for District employees that could result in discipline;
- More clarity and flexibility on performance evaluations but still communicating to everyone what employees can expect from their employer; and,
- Removing reference to the District’s Electronic Resources Policy and Drug Free Awareness Program that has yet to be adopted.

Key topic areas that were considered, but not changed, include:

- Various proposals to edit the language around “at will” employment status and how this status reconciles with other sections of the Policy e.g. codes of conduct, performance evaluations and grievance procedures. Including such policies do not detract from the an employee’s “at will” status. Many employers have these same or similar policies and have “at will” employees as well. The policies communicate

processes and overall expectations to employees as part of proactively addressing employment matters in the most timely, efficient and fair way.

- Various comments and proposed changes to Section 3150.5 Overtime were considered and did not result in language changes. California public agencies are exempt from a significant portion of wage orders and overtime requirements from the Department of Industrial Relations. Thus, specific references to this agency is not helpful. The current policy language reflects the legal obligation of the District. Any additional overtime provisions would be an enhanced benefit that should be addressed as part of the budget process.

RECOMMENDATION

Solicit and consider public and/or Board members' comments.

ATTACHMENTS:

Revised Policy 3000 Personnel Management (in track changes mode)

SUBMITTED BY: Anthony Constantouros, General Manager