



[Home](#) / [Council Documents](#)

# 191127

Ordinance

## Adopt Human Resources Administrative Rule, Employee Work Location, to define allowable work location and related criteria (add HRAR 4.045)

Passed

The City of Portland ordains:

Section 1. The Council finds:

1. Local jobs strengthen our community by promoting a diverse workforce that reflects local values and reinvests public funds by ensuring employees spend income and pay taxes locally.
2. Local jobs also encourage employees filling those jobs to engage the community they serve as they support local businesses, charities, and causes.
3. The City also recognizes the positive impacts of telework which provide greater flexibility for some employee classifications.
4. There is a need to define the allowable work location and related work location criteria for employees who work remotely to ensure the City complies with legal requirements. Employees who work outside of Oregon and Washington state may incur substantial costs required to comply with out-of-state laws, including those related to compensation, leave, and worker’s compensation.
5. The City’s allowable work location for its employees should balance the need for work location flexibility, while strengthening our local community and reasonably limiting the substantial costs required to comply with out-of-state laws.
6. The proposed Human Resources Administrative Rule on Work Location balances the needs for work location flexibility, strengthening the community through local employment, and compliance with legal requirements.

NOW, THEREFORE, the Council directs:

- A. The Director of the Bureau of Human Resources is authorized to implement the Human Resources Administrative Rule on Work Location attached as Exhibit A.

Introduced by

[Mayor Ted Wheeler](#)

Bureau

[Human Resources;](#)  
[Management and Finance](#)

Contact

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Director of Bureau of Human Resources

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Requested Agenda Type

Regular

Date and Time Information

**Requested Council Date**  
January 4, 2023

Portland Policy Document

## Documents and Exhibits

 [Exhibit A](#) (761.79 Kb)

An ordinance when passed by the Council shall be signed by the Auditor. It shall be carefully filed and preserved in the custody of the Auditor (City Charter Chapter 2 Article 1 Section 2-122)

Passed by Council  
January 4, 2023

Auditor of the City of Portland  
Simone Rede

## Impact Statement

### Purpose of Proposed Legislation and Background Information

This is a new human resource administrative rule specifically addressing where work on behalf of the City can be generally performed. This does not impact or preclude employees from attending seminars or conferences outside the work location HRAR. There are no financial impacts from this ordinance.

### Financial and Budgetary Impacts

No Financial and/or Budgetary Impacts

### Community Impacts and Community Involvement

Local jobs strengthen our community by promoting a diverse workforce that reflects local values and reinvests public funds by ensuring employees spend income and pay taxes locally.

Local jobs also encourage employees filling those jobs to engage the community they serve as they support local businesses, charities, and causes.

### 100% Renewable Goal

This new administrative rule does not impact the City's goal of meeting 100 percent of community-wide energy needs with renewable energy by 2050

## Agenda Items

**1057 Regular Agenda in [December 14-15, 2022 Council Agenda](#)**

Passed to second reading

Passed to second reading January 4, 2023 at 9:30 a.m.

**15 Regular Agenda in [January 4, 2023 Council Agenda](#)**

Passed

Commissioner Carmen Rubio Yea

Commissioner Dan Ryan Yea

Commissioner Rene Gonzalez Yea

Commissioner Mingus Mapps Yea

Mayor Ted Wheeler Yea