


REPORT TO COUNCIL

January 11, 2016

To: Mayor Charlie Hales and City Council

From: David Rhys, Assistant Human Resources Director
 Shianne Scott, Civil Service Board Administrator 

Subject: Accept Report on Civil Service Board Activities for Calendar Year 2015 (Report)

City Charter Section 4-402(6) – Duties of the Board - states: “The Board shall meet at least quarterly and shall report annually to City Council on its activities for the prior year.” Human Resources Administrative Rule 3.15 - Civil Service Board - states: “It shall also be the duty of the Board to submit reports as requested by City Council regarding the activities of the Board as they pertain to the application of merit principles in City personnel administration.”

Appeals to the Civil Service Board must fall into one of three categories: appeals from suspensions, demotions and discharges (“disciplinary appeals”), appeals from classification actions (“classification appeals”), and appeals from examinations (“exam appeals”).

During calendar year 2015, the Board received six appeals. Of these appeals, three were disciplinary, three were exam appeals, and there were no classification appeals.

Results of these appeals are as follows:

Case number	Bureau	Appeal Type	Outcome
2015-001	OMF-BTS	Discipline Appeal	Appellant withdrew; appeal dismissed
2015-002	OMF-BHR	Discipline Appeal	Dismissed for lack of Board jurisdiction
2015-003	Fire	Exam Appeal	Dismissed for lack of Board jurisdiction
2015-004	Fire	Discipline Appeal	Dismissed for lack of Board jurisdiction
2015-005	Fire	Exam Appeal	Dismissed for lack of Board jurisdiction
2015-006	Fire	Exam Appeal	Dismissed for lack of Board jurisdiction

During calendar year 2015, the Board also met for the following public meetings and hearings:

Case number	Bureau	Appeal Type	Date of Hearing	Outcome
2015-002	OMF-BHR	Discipline Appeal	March 17, 2015	Dismissed for lack of jurisdiction
2015-003	Fire	Exam Appeal	May 13, 2015	Dismissed for lack of jurisdiction
2015-004	Fire	Discipline Appeal	October 14, 2015	Dismissed for lack of jurisdiction
2015-005	Fire	Exam Appeal	November 23, 2015	Dismissed for lack of jurisdiction

We recommend that Council accept this report.

David Rhys, Assistant Human Resources Director
Shianne Scott, Civil Service Board Administrator

TO THE COUNCIL

The Mayor concurs with the recommendations of the Assistant Human Resources Director and the Civil Service Administrator and

RECOMMENDS:

That the Council accept the report.


Respectfully submitted,

Charlie Hales

Mayor

Agenda No.
REPORT

Title: Accept Report on Civil Service Board Activities for Calendar Year 2015 (Report)

<p style="text-align: center;">INTRODUCED BY Commissioner/Auditor: Mayor Charlie Hales</p>	<p>CLERK USE: DATE FILED <u>JAN 19 2016</u></p>
<p style="text-align: center;">COMMISSIONER APPROVAL</p> <p>Mayor—Finance and Administration - Hales</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p style="text-align: center;">Mary Hull Caballero Auditor of the City of Portland</p> <p>By:  Deputy</p>
<p style="text-align: center;">BUREAU APPROVAL</p> <p>Bureau: Bureau of Human Resources OMF CAO: Fred Miller <i>Fred Miller</i> Bureau Head: Anna Kanwit <i>AK</i></p> <p>Prepared by: David Rhys:ss Date Prepared: January 11, 2016</p> <p>Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>City Auditor Office Approval: required for Code Ordinances</p> <p>City Attorney Approval: Mark Amberg, Chief Deputy City Attorney required for contract, code, easement, franchise, comp plan, charter <i>MA</i></p> <p>Council Meeting Date January 27, 2016</p>	<p>ACTION TAKEN:</p> <p>JAN 27 2016 ACCEPTED</p>

AGENDA
<p>TIME CERTAIN <input type="checkbox"/></p> <p>Start time: _____</p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>
<p>CONSENT <input checked="" type="checkbox"/></p>
<p>REGULAR <input type="checkbox"/></p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	_____	
4. Novick	4. Novick	✓	
Hales	Hales	✓	