

RESOLUTION No. **37181** = As Amended

Direct Council offices and City Bureaus to submit Direct Appointment Reports on a semi-annual basis (Resolution)

WHEREAS, it is the goal of the City of Portland, as noted in Portland City Council approved Citywide Racial Equity Goals and Strategies to “end racial disparities within city government, so there is fairness in hiring and promotions...;”

WHEREAS, one of the strategies associated with achieving these goals is to “Be data driven;”

WHEREAS, institutional policies or practices can often create unintentional disparate outcomes;

WHEREAS, a best practice of hiring with an effort to end racial disparities is to have an open recruitment process that spreads a wide net to attract the largest pool of qualified applicants, with the expectation that it will also include a representative population of communities of color and people with disabilities;

WHEREAS, current City of Portland administrative rules allow at-will employees and temporary employees to be appointed without a Human Resources recruitment process;

WHEREAS, direct appointments can be used in a way that increases the diversity of the workforce, or can be used in a way that has the opposite outcome;

WHEREAS, there is currently no data to determine the demographic impact this process may have;

WHEREAS, the City Council acknowledges it is important to elicit this data, and determine how often, and in what ways, direct appointments are being used;

WHEREAS, Bureau Directors and Commissioners are ultimately responsible for the hiring within their bureaus and offices;

NOW THEREFORE, BE IT RESOLVED that Bureau Directors (or their designee) will be required to approve all hiring for budgeted positions or limited term positions that do not go through a Human Resources recruitment process. Casual/Casual-Other appointments including seasonal appointments, are exempt from this requirement.

BE IT FURTHER RESOLVED that Bureau Directors and Commissioners shall on a semi-annual basis, provide a Direct Appointment Report to the Office of Equity and Human Rights that details:

1. The total number of positions hired outside an HR recruitment process;
2. The specific positions hired, what process was used, and why an HR recruitment process was not used;
3. Whether the position is management, supervisory, or non-supervisory;

4. The race/ethnicity, gender, sexual orientation, or gender identity and status as a veteran or person with a disability of each employee hired outside an HR recruitment process;
5. Whether the position is expected to be advertised in an HR recruitment process within the next twelve (12) months; and
6. Whether the person hired as a temporary employee has been appointed to a budgeted position through an HR recruitment process.

BE IT FURTHER RESOLVED that the first report will be due July 15, 2016 for the period beginning January 1, 2016 and concluding June 30, 2016.

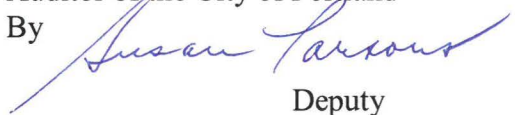
BE IT FURTHER RESOLVED that The Office of Equity and Human Rights will, after 12 months, (two reports) provide a report to City Council with its overall findings on the use of direct appointment hiring, along with any recommendations based on the findings.

Adopted by the Council: JAN 06 2016

Commissioner Mayor Charlie Hales
Prepared by: Dante James
Date Prepared: December 18, 2015

Mary Hull Caballero
Auditor of the City of Portland

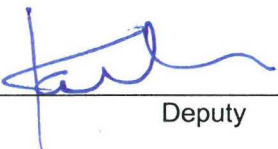
By



Deputy

Agenda No. **37181** As Amended
RESOLUTION NO. 37181
 Title

Direct Council offices and City Bureaus to submit Direct Appointment Reports on a semi-annual basis (Resolution)

<p style="text-align: center;">INTRODUCED BY Commissioner/Auditor: Mayor Hales</p>	<p>CLERK USE: DATE FILED <u>DEC 29 2015</u></p>
<p style="text-align: center;">COMMISSIONER APPROVAL</p> <p>Mayor—Finance and Administration - Hales <i>JAH</i></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: Office of Equity and Human Rights Bureau Head: Judith Mowry <i>J. Mowry</i></p>	<p>ACTION TAKEN:</p>
<p>Prepared by: Tatiana Elejalde Date Prepared: December 18, 2015</p>	
<p>Impact 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: required for contract, code, easement, franchise, charter, Comp Plan</p>	
<p>Council Meeting Date Jan. 6, 2016</p>	

AGENDA
<p>TIME CERTAIN <input checked="" type="checkbox"/> Start time: <u>2:00 pm</u></p> <p>Total amount of time needed: <u>60</u> <i>Zof2</i> (for presentation, testimony and discussion)</p>
<p>CONSENT <input type="checkbox"/></p>
<p>REGULAR <input checked="" type="checkbox"/> 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	✓	