HUMAN RESOURCES BOARD
AGENDA
February 2, 2009
4:00 p.m.

FIFTH FLOOR LARGE CONFERENCE ROOM, CITY HALL,
3900 MAIN STREET, RIVERSIDE, 92522
HUMAN RESOURCES, 951-826-5808

MISSION STATEMENT

The City of Riverside is committed to providing high quality municipal services to ensure a safe, inclusive, and livable community

State law restricts the Human Resources Board from taking action on an item unless it has been included on an agenda and posted at least 72 hours in advance of a meeting or unless the matter falls within one of the narrow exceptions. Consequently, any item not listed on this agenda will normally have to be delayed until the item can be made part of a posted agenda.

CALL TO ORDER

1. Welcome and Introductions

2. Public Comment Period - This is the portion of the meeting specifically set aside to invite your comments regarding any items within the jurisdiction of the Human Resources Board.

3. Review and Approval of January 5, 2009 Minutes

4. EEO Statistics – Rhonda Strout, Human Resources Director

5. Employee Relations Statistics – Rhonda Strout, Human Resources Director and Steve Espinoza, Employee Relations Officer

6. Update on Lay-offs within the City – Rhonda Strout, Human Resources Director

7. Employee Separation Statistics – Rhonda Strout, Human Resources Director

8. Review of Human Resources Personnel Policies and Procedures and Updates – Jeremy Hammond, Deputy Human Resources Director
   - Performance Appraisal Policy
   - Random Drug & Alcohol Testing Policy

9. Recap of Departmental Accomplishments – Rhonda Strout, Human Resources Director

10. Review and consideration of proposed letter to the City Council – Erin House, Chairperson

11. Procedures for Nominating and Electing Board or Commission Officers and Subsequent Nomination – Erin House, Chairperson

12. Next Meeting: March 2, 2009, at 4 pm, 5th Floor Large Conference Room, City Hall

The City of Riverside wishes to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting, should direct such request to the City's ADA Coordinator at (951) 826-5427 or TDD at (951) 826-2551 at least 48 hours before the meeting, if possible.