



# HUMAN RESOURCES BOARD AGENDA

September 14, 2009

4:00 p.m.

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

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## 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 June 4, 2009 Minutes
4. Review and Approval of June 29, 2009 Minutes
5. Review and Approval of July 9, 2009 Minutes

### Old Business

6. Presentation from Chief Leach
7. Status of Letter to City Council – Erin House, Chairperson
8. Discussion Regarding HR Board Retreat – Erin House, Chairperson

### New Business

9. Human Resources Director Updates – Rhonda Strout, Human Resources Director
  - Department Presentation Template Update
  - Quarterly Separation Statistics
  - Update on Lay-offs within the City
  - EEO Statistics

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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.

10. Employee Relations Statistics – Rhonda Strout, Human Resources Director and Steven Espinoza, Employee Relations Officer
11. Review of Human Resources Personnel Policies and Procedures – Rhonda Strout, Human Resources Director
  - Equal Employment Opportunity
12. Issues for Future Discussion – Erin House, Chairperson
13. Next Meeting: October 5, 2009, at 4 pm, 5<sup>th</sup> Floor Large Conference Room, City Hall