
Minutes Tempe Merit System Board August 29, 2016

Minutes of the Tempe Merit System Board Meeting, held on Monday, August 29, 2016, 9:00 a.m., Human Resources Small Conference Room, 20 E 6th Street, Tempe, Arizona.

Board Members Present:

Bill Munch, Chair (*participated telephonically*)

James P. Foley (*participated telephonically*)

Cecil Patterson (*participated telephonically*)

City Staff Present:

Renie Broderick, Internal Services Director

Jon O'Connor, Deputy Internal Services Director – Human Resources

Melanie Stoddard, Executive Assistant to Human Resources

Per the request from Chair Munch, Jim Foley acted as Chair and called the meeting to order at 9:06 a.m.

ITEM I - Discuss and Approve Amendments to the City of Tempe Personnel Rules

Roll call was taken by Acting Chair, James Foley. A quorum was present; all Board members participated telephonically. Deputy Internal Services Director – Human Resources, Jon O'Connor, and Internal Services Director, Renie Broderick, discussed two proposed amendments to the Personnel Rules with the Board. The City is making changes relative to a nationwide campaign called, Ban the Box, which encourages employers to remove criminal history questions from job applications. The City will continue to do background checks for candidates who have completed the first round of interviews who have been moved forward as finalists, however, the rules allow for an exception for sworn police positions. Criminal history questions are required on the initial job application for sworn police personnel.

The Board discussed the necessity for an amendment which would also exempt non-sworn civilian employees from Ban the Box. Non-sworn civilian employees handle highly confidential systems and sensitive information. The Police Department requested that criminal history question be included on the initial job application for sworn and non-sworn positions. After a brief discussion, the Board expressed support for the amendment which provides the City with the necessary tools to screen candidates efficiently during the initial hiring phase and addresses the need for vigilance in hiring all police personnel.

In addition, the Board expressed support for listing paid City holidays in chronological order.

Motion by Cecil Patterson to approve the amendments to the City of Tempe Personnel Rules; second by Bill Munch.
Motion passed unanimously on a voice vote 3-0.

ITEM II - Motion to Adjourn to Executive Session, if necessary, pursuant to A.R.S. §38-431.03 (A) (2), 38-431.03 (A) (3)

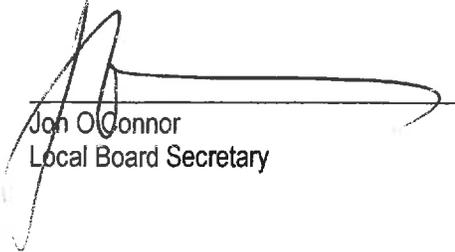
No action was taken.

ITEM VII - Future Agenda Items

- Merit System Board 2016 Annual Report
- Rotation of Chair Responsibilities
- Merit System Board Membership

Adjournment

Motion to adjourn by Cecil Patterson; second by Bill Munch. Motion passed unanimously on a voice vote 3-0. The meeting adjourned at 9:20 a.m.



Jon O'Connor
Local Board Secretary