

CITY OF SACRAMENTO
CALIFORNIA

OFFICE OF THE
CITY MANAGER

March 24, 1982

CITY HALL
915 I STREET - 95814
(916) 449-5704

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: PERSONNEL AND PUBLIC EMPLOYEES COMMITTEE'S RECOMMENDATIONS
RE: AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

I urge the City Council to support the recommendations of the Personnel and Public Employees Committee calling for Civil Service Board review of selection procedures and proposing an amendment to Section 84 of the City Charter.

The Committee's recommendation to appropriate \$2,000 for media recruitment should be denied at this time and considered as part of the FY 1982-83 budget deliberations.

Respectfully submitted,

WALTER J. SLIPE
City Manager

APPROVED
BY THE CITY COUNCIL

MAR 30 1982

OFFICE OF THE
CITY CLERK

All Districts
March 30, 1982



CITY OF SACRAMENTO

DEPARTMENT OF PERSONNEL
801 NINTH STREET, ROOM 201
SACRAMENTO, CALIF. 95814
TELEPHONE (916) 449-5270

CITY MANAGER'S OFFICE
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MAR 24 1982

DONNA L. GILES
DIRECTOR OF PERSONNEL

March 24, 1982

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: PERSONNEL AND PUBLIC EMPLOYEES COMMITTEE'S RECOMMENDATIONS
RE: AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

SUMMARY

On March 3, 1982, the Personnel and Public Employees Committee of the City Council reviewed the Affirmative Action/Equal Employment Opportunity status report. After considerable discussion, the Committee adopted several recommendations aimed at improving the program. Those Committee recommendations are contained in this report and are presented to the Council for approval.

BACKGROUND

The City's Affirmative Action Plan requires a review and update of the Affirmative Action/Equal Employment Opportunity program on an annual basis. On January 26, 1982, the Council referred the affirmative action status report to the Personnel and Public Employees Committee for further review.

The status report indicated that minority and female recruitment needed to be increased in several occupational categories. Staff suggested that the City Personnel Department advertise regularly in various minority and female newspapers and similar publications as a means to improve the effectiveness of the recruitment program. The Personnel and Public Employees Committee approved the staff suggestion and is recommending that the Council appropriate \$2,000 to the Personnel Department for recruitment purposes.

The Personnel and Public Employees Committee also approved a staff request regarding the use of alternative selection devices. The Committee recommends that the Council direct the Civil Service Board to review the appropriate employment statistics and determine if alternative selection devices should be used to increase minority and/or female employment in classifications where they are under-utilized.

City Council
P & P E Committee's recommendations re
Affirmative Action/Equal Employment Opportunity Program.

March 24, 1982

In addition, the status report indicated that the City Charter may be inhibiting the equal employment opportunity program. Specifically, the Charter requirement that each position in the classified service must be filled from the "three candidates standing highest on the (eligible) list" was described as a possible barrier to employment for minorities and women. In response, the Personnel and Public Employees Committee is recommending that a Charter amendment be drafted to make the certification process more flexible.

RECOMMENDATIONS

The Personnel and Public Employees Committee recommends the following:

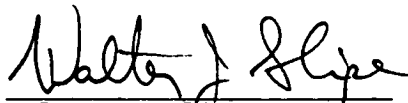
1. That the City Council appropriate \$2,000 to the Personnel Department for minority and female media recruitment.
- * 2. That the City Council direct the Civil Service Board to review employment statistics and determine if alternative selection devices should be used to correct minority and/or female under-utilization in any classification.
- * 3. That the City Council present to the voters an amendment to Section 84 of the City Charter for the purpose of revising the "rule-of-three" provisions. A draft amendment would be prepared by the Personnel and Public Employees Committee.

Respectfully submitted,



Donna L. Giles
Director of Personnel

*
RECOMMENDATIONS APPROVED:


Walter J. Slupe
City Manager

All Districts
March 30, 1982