



**DATE:** December 5, 2017

**TO:** Mayor and City Council

**FROM:** Director of Human Resources

**SUBJECT:** Resolution Adopting the Policy/Goal Statements for Contract Negotiations as the Guiding Principles Document for the 2018 and 2019 Negotiations Between the City of Hayward and HAME, Local 1021 Maintenance and Clerical Units, Local 21, Local 1909, and HPOA

### **RECOMMENDATION**

That the City Council adopts the attached Resolution adopting the policy/goal statements for contract negotiations as the Guiding Principles document for the 2018 and 2019 negotiations between the City of Hayward and HAME, Local 1021 Maintenance and Clerical Units, Local 21, Local 1909, and HPOA.

### **BACKGROUND/DISCUSSION**

City of Hayward employees are categorized into twelve different employee groups. Employees in nine of the groups are represented by either a Union or Employee Association, and the others are Unrepresented, Executives, or Council Appointed. The City will enter into negotiations with HAME, SEIU Local 1021 Maintenance and Clerical units, and Local 21 in January 2018, as the current agreements with these groups expires on June 30, 2018. Negotiations with the public safety groups will commence in September 2018. The City Council and City Manager set the parameters for negotiations and receive information and recommendations throughout the negotiations process to give further direction in response to labor discussions with the bargaining units. In preparation for negotiations, the Council provides Guiding Principles to staff. These principles are thoroughly discussed and vetted and give staff an understanding of what the Council expects in terms of the negotiations process. The document also details some of the philosophical positions related to work environment, salary and benefits. This document reflects the Council's collective philosophy as it relates to employee relations and working conditions. However, the Council fully recognizes and respects that any changes to the existing agreements must be negotiated with each employee group.

The Council expects that the bargaining units will present alternatives to any proposals the City advances during negotiations. The draft document has been shared and briefly discussed with employees and Union representatives. Although there were one or two items in the document where the Unions voiced concern, for the most part, they did not report any strong opposition to the overall philosophy. Moreover, they were reminded that any changes would be done through the negotiations process and that the City Council

and staff recognizes that this document reflects an “ideal” philosophical state. All the principles may not be accomplished but it is important for the Council and City management to be transparent regarding their overarching philosophy and goals as it relates to labor relations.

The City Council has consistently maintained that all employees should be compensated in an equitable manner and that they should contribute toward the cost of their benefits to preserve the quality and level of the benefits provided, address the City’s structural deficit, provide long-term financial stability, and maintain services to the Hayward taxpayers and community. The Council is committed to providing a safe and healthy workplace in which employees are engaged and empowered. The Guiding Principles document (Attachment III) summarizes the Council’s policy and goal statements for contract negotiations in the following areas: Contract Terms; Salaries; Benefits which includes all health and welfare, retirement, and OPEB; Hours of Work; and Working Conditions with full understanding that changes to existing agreements are subject to bargaining in good faith with our employee groups.

### **STRATEGIC INITIATIVES**

This is a routine operational item and does not specifically relate to any of the three Council Strategic Initiatives.

### **FISCAL IMPACT**

The Guiding Principles document is being made public for transparency and to provide the Hayward community an opportunity to review the document and share feedback. There is no fiscal impact associated with this report.

### **NEXT STEPS**

Staff will prepare for the negotiations process using the Guiding Principles to draft and discuss initial City proposals with each Union’s negotiations team.

*Prepared and Recommended by:* Nina S. Collins, Director of Human Resources

Approved by:



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Kelly McAdoo, City Manager