

**City of Hayward Personnel Commission
Final Draft 2018 and 2019 Goals**

- 1. Review and revise the City's Classification Plan as necessary to support staffing reorganizations and updating of job specifications to align with the Classification Plan.**
 - Review of job specifications is limited to substantive changes in the areas of experience and education for existing specifications and new job specifications only.
- 2. Review and recommend approval of the City's Salary Plan for the classified service as necessary to support organizational changes and needs related to staffing, recruitment and retention of highly qualified candidates.**
- 3. Review and make recommendations related to candidate pool diversity and outreach efforts to attract a highly qualified and diverse pool of candidates for City of Hayward jobs.**
 - Participate in community events to introduce attendees to public service and advertise current openings, including the City's Career Fair and oral board panels.
 - Review and discuss recruitment statistics and make recommendations to improve processes.
- 4. Complete phase one review of the multi-phase project and recommend amendments to the Personnel Rules.**
 - Redline and recommend changes to Sections 2, 3, 6, 7, 8, and 9 of the City of Hayward's Personnel Rules.