



DATE: October 29, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT: Adopt a Resolution Setting the Appeal Hearing Date to December 10, 2020

RECOMMENDATION

That the Personnel Commission adopts a resolution (Attachment II) setting the appeal hearing date for the next regular Personnel Commission meeting on December 10, 2020.

SUMMARY

At the request of the parties, the appeal hearing set for the September 10, 2020 regular Personnel Commission meeting was cancelled. The parties have agreed to a December 10, 2020 appeal hearing date. This report requests that the Commission adopts a resolution setting the appeal hearing date for the next regular Personnel Commission meeting on December 10, 2020.

BACKGROUND AND DISCUSSION

[Article IX, Section 907 of the Hayward City Charter](#) in conjunction with [Chapter 2, Article 3 of the Hayward Municipal Code](#) outline the powers and duties of the Personnel Commission to serve as advisors to the Council, City Manager, and Director of Human Resources on matters of personnel administration as well as to hear appeals of any person in the classified service relative to any suspension, demotion, or dismissal consistent with the provisions of the respective Memorandum of Understanding or Resolution and to report its findings and recommendations to the City Manager.

At the May 21, 2020 Special Personnel Commission meeting, the Commission was informed by the Assistant City Manager/Interim Director of Human Resources that they would have to conduct an appeal hearing at one of their regular meetings later in the year. At the June 11, 2020 regular meeting, the Personnel Commission approved an Appeal Hearing Procedure and received training for the appeal hearing scheduled for the September 10, 2020 regular meeting. However at the request of the parties the September 10, 2020 regular meeting was cancelled and replaced with a special meeting on October 29, 2020.

This report recommends setting the Personnel Commission Appeal Hearing date for the next regularly scheduled Personnel Commission meeting on December 10, 2020.

FISCAL AND ECONOMIC IMPACT

There are no fiscal impacts associated with the adoption of this resolution.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not relate to any of the six priorities outlined in the City Council's Strategic Roadmap.

PUBLIC CONTACT

The agenda for this item was posted in compliance with the California Brown Act and does not require additional public notice.

NEXT STEPS

After Commission discussion, the appeal hearing date will be set for December 10, 2020.

Prepared and Recommended by: Maria A. Hurtado, Assistant City Manager/
Interim Director of Human Resources

Approved by:

A handwritten signature in dark ink, appearing to read 'K. McAdoo', is written over a horizontal line.

Kelly McAdoo, City Manager