



# CITY OF HAYWARD

Hayward City Hall  
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## Cover Memo

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**File #:** LB 21-003, **Version:** 1

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**DATE:** February 2, 2021

**TO:** Mayor and City Council

**FROM:** Director of Finance/Interim Director of Human Resources

### **SUBJECT**

Negotiations Guiding Principles: Adopt a Resolution Approving the Policy/Goal Statements for Contract Negotiations as the Guiding Principles Document for 2021 Negotiations Between the City of Hayward and HAME, SEIU Local 1021 Maintenance and Clerical Units, and IFPTE Local 21

### **RECOMMENDATION**

That the Council adopts a resolution (Attachment II) approving the policy/goal statements for contract negotiations as the Guiding Principles document for 2021 negotiations between the City and HAME, SEIU Local 1021 Maintenance and Clerical units, and IFPTE Local 21.

### **SUMMARY**

City of Hayward employees are categorized into twelve different employee groups, nine of which are represented by either a Union or Employee Association. The remaining employee groups are unrepresented and include Unrepresented Management, Executives, and Council Appointees. The City will enter into negotiations with HAME, SEIU Local 1021 Maintenance and Clerical units, and IFPTE Local 21 in February 2021, as the current agreements with these groups expire on June 30, 2021.

The 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 the City's lead negotiators and support staff outlining Council's overarching philosophy and goals for labor negotiations and its collective philosophy for employee relations and working conditions. These principles are thoroughly discussed and vetted to give staff an understanding of what the Council expects from the negotiations process. City Council recognizes that this document reflects an "ideal" philosophical state, and although all listed principles may not be accomplished, City Council and City management believe it is essential to be transparent regarding the negotiation philosophy.

### **ATTACHMENTS**

Attachment I      Staff Report  
Attachment II     Resolution  
Attachment III    Guiding Principles