



Human Resources Board Employee Discipline Appeal Hearing Workshop

City Attorney's Office

Human Resources Board

May 4, 2026

DUTIES OF THE HUMAN RESOURCES BOARD

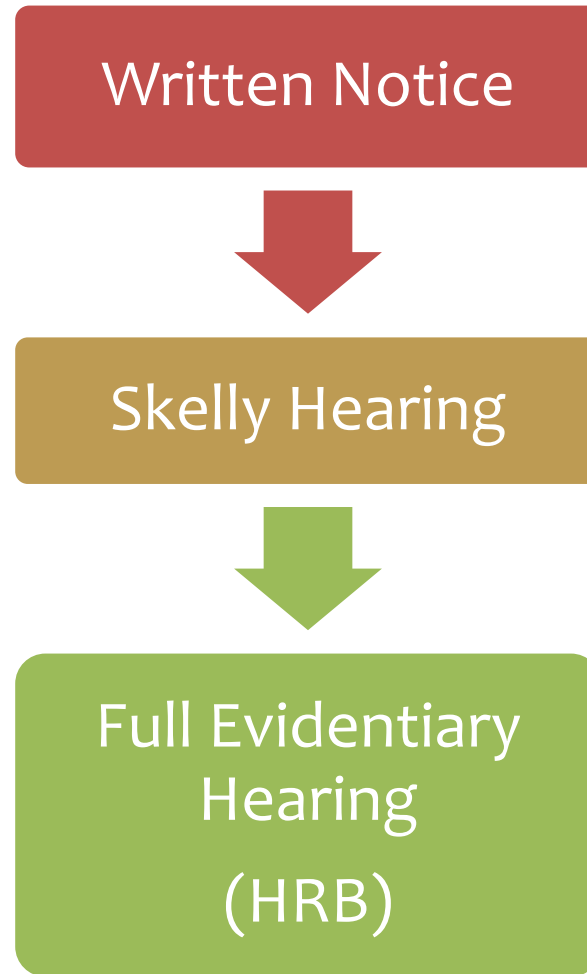
Riverside Municipal Code § 2.36.030

The Human Resources Board shall:

C. Hear grievances and appeals submitted by any person in the classified service and make findings and recommendations which shall be advisory only;



BIG PICTURE PROCESS



APPEAL HEARING PROCEDURES

Human Resources Board Hearing Rules:

1. Employee has right to closed session proceedings
2. Provide procedure and timing
3. Establish burden of proof / evidence standard
4. HRB adopt recommendations to City Manager



DUE PROCESS PRINCIPLES

1. Employee has a right to fair and impartial hearing
2. Strict rules of evidence do not apply
 - All evidence must be relevant to the proceeding
3. Board must decide based on evidence presented at the hearing *only*



PRACTICAL CONSIDERATIONS

1. Remain objective and impartial
2. Take notes, but do NOT share
3. Do NOT discuss evidence with other Board members until closed session deliberations begin
4. Closed Session discussion and materials are **CONFIDENTIAL** – breach is a Brown Act violation



That the Human Resources Board:

1. Receive and file this presentation on Employee Discipline Appeal Hearing Procedures

