



Human Resources Board Annual Report

City Council
May 22, 2018

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ESTABLISHMENT OF HR BOARD

The Human Resources Board was established by the City Charter to:

1. Recommend to the City Council, after a public hearing, the adoption, amendment or repeal of personnel rules and regulations
2. Act in an advisory capacity to the City Council on matters concerning personnel administration
3. Hear grievances and appeals submitted by any person in the classified service and make findings and recommendations (advisory only) to the City Council
4. Make recommendations to the City Manager concerning conditions of employment



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CURRENT BOARD MEMBERS

- A. Deanna Brown, Chair Ward 1
- B. Claudia Rodriguez, Ward 2
- C. Ha Nghia, Ward 3
- D. Maureen Mitchell, Vice-Chair Ward 3 (Citywide)
- E. Sonya Dew, Ward 3 (Citywide)
- F. Sherry Mellott, Ward 4
- G. Wendy Strack, Ward 5
- H. Elvira DeCuir, Ward 6



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HR BOARD ACCOMPLISHMENTS

The Human Resources Board heard updates highlighting achievements/challenges from the following departments:

- | | |
|---------------------|---------------------|
| 1. Finance | 5. Museum |
| 2. General Services | 6. Police |
| 3. Human Resources | 7. Public Utilities |
| 4. Library | 8. Public Works |



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HR BOARD ACCOMPLISHMENTS

1. Facilitated multiple Public Hearings to solicit input on 5 personnel policies and procedures
2. Discussed and revised the Standing Rules of the Human Resources Board
3. Received training from the City Attorney's Office regarding hearing rules and procedures concerning appeals of personnel matters
4. Reviewed the new Performance Appraisal Form



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HR BOARD FUTURE GOALS

In the next 12 months, the Human Resources Board will focus its efforts on the following:

1. Maintain an active role in the revision of the Personnel Policies and Procedures Manual
2. Continue to be available to unrepresented employees to hear grievances as defined by the City Charter
3. Receive departmental presentations from all City departments to stay abreast of all aspects of the City



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CONCLUSION

The Human Resources Board will continue to carry out its obligations by focusing on the following:

1. Partner with the Human Resources Department to provide support and recommendations to ensure best practices are being applied
2. Make recommendations to the City Council and City Manager regarding personnel administration as set forth by the City Charter
3. Continue to be a venue to the public to openly discuss matters relating to personnel administration

