



City of Riverside

Human Resources Board

3900 Main St.
Riverside, CA 92522
(951) 826-5808

City of Arts & Innovation

Agenda

Meeting Date: Monday, December 6, 2021
Publication Date: Friday, November 19, 2021

5:00 PM

City Hall - Art Pick Council Chamber
3900 Main Street, Riverside
View Virtual Meeting at
www.RiversideCA.gov/Meeting or
www.WatchRiverside.com

MISSION STATEMENT

The City of Riverside is committed to providing high quality municipal services to ensure a safe, inclusive, and livable community

The Human Resources Board will conduct a virtual and in person meeting.

Face coverings are required regardless of vaccination status.

Public comments regarding items on this agenda or any matters within the jurisdiction of the Board can be submitted by eComment at www.RiversideCA.gov/Meeting until two hours before the meeting.

Pursuant to the City Council Meeting Rules adopted by Resolution No. 23618, members of all Boards and Commissions, and the public are reminded that they must preserve order and decorum throughout the Meeting. In that regard, members of all Boards and Commissions, as well as the public participants are advised that any delay or disruption in the proceedings or a refusal to obey the orders of the City Council, Boards and Commissions, or their presiding officer constitutes a violation of these rules.

The City of Riverside is committed to fostering a respectful workplace that requires all employees and external stakeholders to embrace a culture of transparency and inclusivity. This includes acceptable behavior from everyone; a workplace that provides dignity, respect, and civility to our employees, customers, and the public they serve. City meetings should be a place where all members of our community feel safe and comfortable to participate. While there could be a high level of emotion associated with topics on this agenda, the City would like to set the expectation that all members of the public use language appropriate to a collaborative, professional, and respectful public environment.

The City of Riverside wishes to make all of its public meetings accessible to the public.

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by 42 U.S.C. §12132 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting, should direct such request to the City's ADA Coordinator at 951-826-5427 at least 72 hours before the meeting, if possible. TTY users call 7-1-1 for telecommunications relay services (TRS).

LISTENING ASSISTIVE DEVICES are available for the hearing impaired. The City of Riverside wishes to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by 42 U.S.C. §12132 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City's ADA Coordinator at 951 826 5427 at least 72 hours before the meeting, if possible. TTY users call 7 1 1 for telecommunications relay services (TRS).

Agenda related writings or documents provided to the Human Resources Board are available for public inspection at www.riversideca.gov/meeting and in the binder located at the entrance of the Art Pick Council Chamber while the meeting is in session.

PLEASE NOTE The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Members of the Human Resources Board.

CHAIR CALLS MEETING TO ORDER

PUBLIC COMMENT

- 1 This is the portion of the meeting specifically set aside to invite your comments regarding any matters within the Board's jurisdiction - Individual audience participation is limited to three minutes and you will be asked to state your name and city of residence.

PUBLIC HEARING

- 2 Conduct Public Hearing to Accept Public Comment Regarding Human Resources Personnel Policies and Procedures - Colene Torres, Deputy Human Resources Director
 - Tardiness Policy (II-10)
 - Employee Leave Donation Policy (V-3)

Attachments: [HR Policy Revisions December 2021](#)
 [II-10 - Tardiness Policy_FINAL](#)
 [V-3 Employee Leave Donation Plan_FINAL](#)

PRESENTATION

- 3 Departmental Presentation - Edward Enriquez, Chief Finance Officer/City Treasurer

Attachments: [Finance Presentation](#)

DISCUSSION CALENDAR

This portion of the Human Resources Board Agenda is for all matters where staff and public participation is anticipated. Individual audience participation is limited to 3 minutes.

- 4 Recruitment Update - Amalia Perez, Principal Human Resources Analyst

CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered routine by the Human Resources Board and may be enacted by one motion in the form listed below. There will be no separate discussion of these items unless, before the Human Resources Board votes on the motion to adopt, Members of the Human Resources Board or staff request specific items be removed from the Consent Calendar for separate action. Removed consent items will be discussed following the Discussion Calendar.

Minutes

- 5 Minutes for November 1, 2021

Attachments: [HRB Minutes 11-1-2021](#)

COMMUNICATIONS

- 6 Human Resources Director Updates – Rene Goldman, Human Resources Director
- 7 Items for future Human Resources Board Consideration – Chair and Board Members

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*The next regular scheduled Human Resources Board Meeting is scheduled for
5 p.m. on January 10, 2021*

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*For live Webcast of the Committee Meeting:
www.RiversideCA.gov/Meeting or
www.WatchRiverside.com*

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missing persons, and evacuations of buildings or neighborhoods.*

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