



City of Riverside

Human Resources Board

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

City of Arts & Innovation

Agenda

Meeting Date: Monday, October 3, 2022
Publication Date: Wednesday, September 21, 2022

5:00 PM

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 an in-person and virtual meeting.

Face coverings are strongly recommended regardless of vaccination status.

To participate virtually, two options are available:

TO PARTICIPATE VIA TELEPHONE:

Call (669) 900-6833 and enter Meeting ID: 926 9699 1265

Press star 9 (*9) to request to speak.

Individuals in the queue will be prompted press star 6 (*6) to unmute and speak.

TO PARTICIPATE VIA ZOOM:

Use the following link: <https://zoom.us/j/92696991265>

Select the "raise hand" function to request to speak.

An on-screen message will prompt you to "unmute" and speak.

Public comments are limited to 3 minutes.

Please follow along with the meeting via www.RiversideCA.gov/Meeting, RiversideTV cable channels, or City social media live feeds to ensure you call in at the appropriate time for your item(s).

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

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 is resolute in its commitment to eliminate any form of harassment, discrimination, or retaliation in the workplace. The City maintains a zero-tolerance policy for harassment, discrimination, and retaliation in compliance with new harassment and discrimination laws.

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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

Audience participation is encouraged. Public comments are limited to 3 minutes.

- 1 To comment on any matters within the jurisdiction of the Human Resources Board, you are invited to participate in person or call at (669) 900-6833 and enter Meeting ID: 926 9699 1265. Press *9 to be placed in the queue to speak. Individuals in the queue will be prompted to unmute by pressing *6 when you are ready to speak.
To participate via ZOOM, use the following link: <https://zoom.us/j/92696991265>, select the "raise hand" function to request to speak. An on-screen message will prompt you to "unmute" and speak - Individual audience participation is limited to 3 minutes.

PUBLIC HEARING

- 2 Conduct Public Hearing to Accept Public Comment Regarding Human Resources Personnel Policies and Procedures - Colene Torres, Deputy Human Resources Director

-Appointment and Selection of City Attorney Classification and Salary Placement (I-17)
-Drug-Free Workplace (III-5)
-Long Term Disability Insurance (V-2)
-Unpaid Voluntary Furlough (V-7)
-Deferred Compensation (V-12)

Attachments: [HR Policy Revisions October 3 2022](#)

[I-17 CAO Policy](#)

[III-5 Drug-Free Workplace](#)

[V-2 LTD Policy](#)

[V-7 Voluntary Furlough Policy](#)

[V-12 DC Policy](#)

PRESENTATION

- 3 Departmental Presentation - Gilbert Hernandez, Public Works Director

Attachments: [Public Works 2022 HR Board presentation](#)

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

4 Minutes for April 4, 2022

Attachments: [Minutes 04-04-2022](#)

DISCUSSION CALENDAR

*This portion of the Human Resources Board Agenda is for all matters where staff and public participation is anticipated. Public comments are limited to 3 minutes. Via phone: press *9 to be placed in the queue to speak when the discussion item is called. Via Zoom: select the "raise hand" function to request to speak. An on-screen message will prompt you to "unmute" and speak.*

5 Code of Ethics and Conduct - Chair and Board Members

Attachments: [Annual Ethics Review Report](#)
[Chapter 2.78 Code of Ethics and Conduct](#)

COMMUNICATIONS

6 Human Resources Director Updates – Colene Torres, Deputy 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 on November 7, 2022, at 5 p.m.*

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

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www.RiversideAlert.com