

Agenda

New Substantive Rules Subcommittee – Civil Service Board

August 7, 2013 – 2:30 p.m.

1. Welcome
2. Overview – New Substantive Rules Subcommittee formed to develop new substantive rules
 - a. New Rules – rule making process for new rules was requested by City Council
 - b. City/City Attorney's Office – also sought creation of new substantive rules and input
 - c. Board – after consultation with its attorney, believed substantive rules may currently exist, so this new substantive rules process is in response to the request of city/city attorney/council to draft new (additional) rules requested by those parties
3. Review "history" of rules
 - a. Request and receive information from City Attorney's Office/City Clerk's Office which shows the adoption and amendment to all rules after the initial adoption in 1953
 - b. Separate substantive rules from procedural rules in that information
4. Develop Topic List – topics council/city atty/employees requests for new substantive rules
 - a. City –
 - b. Others – suggestions from other meeting attendees for new substantive rules
5. Priorities – for topics/new rules from the above listed topics.
 - a. Which ones first/why?
 - b. Urgency/HR perspective?
6. Process
 - a. Discussion as to process for how list of topics can go from ideas to draft form
 - b. Discussion as to how city employees might have meaningful input in new rules process
7. Timeline – discussion as to perceived need (time-wise) for suggested new rules
8. New Business Items
9. Adjourn