

City Council – Action Request Form

Date: April 7, 2025

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Sharon Wojda, Assistant City Manager

Council Action Requested:

The Adoption of An Ordinance Amending Chapter 2, Article III, Entitled “Boards and Commissions” of the Winston-Salem City Code, Division 19 Entitled “Civil Service Board”

Strategic Focus Area: Service Excellence

Strategic Objective: n/a

Strategic Plan Action Item: n/a

Key Work Item: n/a



Summary of Information:

In June 2024, City Council adopted an ordinance to create the civil service board (CSB) as required by the North Carolina General Assembly in 2023. Two of the five CSB members are selected by police and fire department employees via an election process. The original ordinance adopted in 2024 provided for a paper, in-person election. Based on recent discussions with the Police and Fire Chiefs, having an option for electronic voting would work better for their departments from an operational perspective. Electronic voting will not only limit the amount of time resources are taken out of service to vote but will also likely increase participation in the process as voting will be more accessible.

One of the key requirements of the election process is to ensure that all votes are anonymous and that participation in the election is limited to eligible voters as defined by the Code. The proposed changes add an electronic voting option without removing the ability to conduct in-person elections using paper ballots. Staff have identified a 3rd party website that can process an electronic election method that meets the requirements of the Code. However if that solution changes in the future, the original in-person process will be utilized.

Staff anticipates having the CSB in place by the start of the upcoming fiscal year in July 2025.

Committee Action:

Committee

Action

For

Against

Remarks: