

City Council – Action Request Form

Date: October 14, 2024

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

From: Ben Rowe, Assistant City Manager
Dr. Marquis H. Barnett, Human Resources Director

Council Action Requested:

Resolution Amending Article I of the City of Winston-Salem Personnel Resolution Regarding Certain Employment Matters

Strategic Focus Area: Service Excellence

Strategic Objective: N/A

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

This item amends the Personnel Resolution to align the City’s current grievance process to conform to best practices. The revised grievance provisions provide that employees may submit a grievance for timely settling when they have been suspended, demoted, or recommended for dismissal. This revision extends the probationary period of employment from six (6) months to 12 months.

The item includes additional provisions for supporting employee fact-finding investigations in matters where employees have been accused of egregious violations of City policy including, but not limited to, harassment, discrimination, and retaliation. There are additional provisions to the employee code of conduct including knowingly making false statements during administrative proceedings, and a specific prohibition against pornographic materials on City-issued technology.

Committee Action:

Committee CD/H/GG 10/14/2024 **Action** Approval

For _____ **Unanimous** **Against** _____

Remarks:

