

AFSCME Proposal

Response to several current LOA's

August 6, 2024

New Article Background Checks

1. The City can require employees to pass a criminal history check and/or background investigation based on business necessity. An employee who is required to undergo a criminal history check and/or background investigation will be informed of the reason it is required.
2. Employees who fail to pass a criminal history check and/or background investigation shall be laid off in accordance with the provisions of Article 14. Management reserves the sole right to assign job duties and to determine if an employee is qualified to perform the job duties.
3. If employees are laid off under the provisions of this Agreement and have no bumping options available under Article 14, they may request the following assistance from their Bureau's Human Resources Business Partner within seven (7) calendar days of receipt of notice that there is no position available to which the employee is qualified to bump and that they will be subjected to layoff.
4. The Bureau of Human Resources (BHR) will provide the following assistance to place the employee in any vacancy for which the employee is qualified:
 - a. Assess the employee's qualifications.
 - b. Review the employee's résumé and provide feedback. Assist the employee to revise their résumé, if requested.
 - c. Provide the employee with information on the recruitment process.
 - d. Inform the employee of appropriate vacancies.
 - e. Allow the employee to participate in limited recruitments.
 - f. Provide the name and qualifications of the employee to hiring managers for consideration when filling vacancies.
 - g. Hiring bureaus will be required to interview qualified candidates and give them priority consideration when filling vacancies.
5. BHR assistance, if requested in a timely manner, will be provided until the employee is recalled under the provisions of Article 14 or for a period of six (6) months from the date of the final notice of layoff, whichever occurs first.
6. If the employee obtains a permanent position with the assistance described above, their name will be removed from the recall list for recall to their former classification.
7. BHR assistance does not guarantee that the employee will be placed in a vacant City position.