SUBJECT: Consider a request from Council Member Mendoza for City Council access to the Human Resource files of the City Council's direct reports.

DEPARTMENT: City Manager's Office

STAFF: Tim Ogden, City Manager
Margaret Wimberly, City Clerk

TITLE/RECOMMENDATION

That the City Council consider and discuss the request from Council Member Mendoza from February 13, 2024, Council Meeting to consider the request related to Council Members having access to the Human Resource files of the Council's two direct reports.
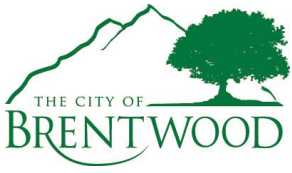
FISCAL IMPACT

There is no fiscal impact associated with this action.

BACKGROUND

Pursuant to Council Policy 110-1 Rule 4.4 (b)(2), this item has been placed on the agenda so that Council may discuss it and provide further direction to staff. Pursuant to Section 4.4, Council discussion is limited to whether staff time and City resources should be spent on the item and the time period for scheduling.

No formal action needs to be taken by the City Council to enable Councilmembers to view the performance evaluations and salary history contained in the Human Resource files of the Council's two direct reports. A Councilmember may make an appointment with Human Resources to view these portions of the City Attorney and City Manager's personnel files. If privileged or otherwise confidential personnel information is contained within these materials, such information may be subject to redaction, in accordance with the law. In addition, other contents of the Human Resources files of these employees are subject to privacy laws, including the Health Insurance Portability and Accountability Act (HIPAA), and thus are not subject to City Council review.

CITY COUNCIL STRATEGIC INITIATIVE

Not Applicable.

PREVIOUS ACTION

Previous Action by the City Council is included on Attachment 1.

DATE OF NOTICE

Not Applicable.

ENVIRONMENTAL DETERMINATION

Not Applicable.

ALTERNATIVE OPTION(S)

Not Applicable

ATTACHMENT(S)

1. Previous Action