

1ST READING: 9/25/95
REFERRED TO (NAME OF) COMMITTEE: W&M/Budget
PUBLIC HEARING:
2ND READING AND FINAL PASSAGE: 9-29-95

95-Or-136
AN ORDINANCE
of the
CITY OF
MINNEAPOLIS

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Campbell _____ presents the following ordinance:

Amending Title 2, Chapter 20 of the Minneapolis Code of Ordinances relating to Administration: Personnel.

The City Council of The City of Minneapolis do ordain as follows:

Section 1. That Chapter 20 of the Minneapolis Code of Ordinances be amended by adding thereto a new Article XI entitled **Job Bank**, to read as follows:

ARTICLE XI. JOB BANK

20.800. Job Bank established. There shall be established in the City of Minneapolis a Job Bank Committee to supervise the Job Bank program and to be chaired by the City Coordinator. The Job Bank Committee shall be comprised of the City Coordinator, City Engineer, Planning Director, Police Chief, Finance Officer and a labor representative. Personnel to manage and operate the Job Bank shall be supplied by the Office of the City Coordinator, Personnel Department and other City departments as required. The City Council shall appropriate all funding necessary to accomplish the goals of this Article.

20.801. Purpose and intent. It is the purpose and intent of the City in establishing the Job Bank program by this Article to provide the information, options, and assistance to City employees except sworn personnel of the Fire and Police Departments, under Council jurisdiction whose jobs are eliminated, so that employees can make informed choices about their future with the City and at the same time, to utilize the competencies of City employees whenever possible in staffing vacant City positions. This program shall replace the Unassigned Workers Program.

20.802. Job Bank start up. The Job Bank shall be fully operational within one calendar week after the Mayor's budget message.

20.805. Advance notice of position elimination. Once a position has been identified to be eliminated, an Advance Notice of Position Elimination shall be given to the affected employee. The Notice shall be given to the affected employee at least one hundred twenty (120) calendar days prior to the actual elimination of the position. The Notice may inform the employee of the options, training assistance and out placement services available to that employee.

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20.810. Tenure in Job Bank. Once an affected employee is given the Advance Notice of Position Elimination provided by this Article that employee shall begin the employee's one hundred twenty (120) day tenure in Job Bank. All attempts shall be made to place the Job Bank employee into a vacant City position. If during this one hundred twenty (120) day period the employee is not able to exercise displacement or bumping rights and has not been placed in another City position, the employee shall be laid off and placed on the appropriate layoff list with all rights as enumerated by the appropriate bargaining unit contract and/or Civil Service rules.

20.815. Job Bank programs. Each employee in Job Bank shall work with a placement coordinator and shall, upon request of the employee, receive skills assessment, training or retraining, finding a vacant position within the City or, finally, out placement assistance. These services shall be provided to the Job Bank employee at no cost to the employee.

20.820. Displacement and bumping. Job Bank employees who have displacement or bumping rights may exercise those rights only after being in Job Bank in order that they may be placed in a vacant position. No denial of displacement or bumping rights shall be allowed once the employee's job has been actually eliminated.

20.825. All vacancies in Job Bank. a) All vacant positions which are to be filled and come under Council jurisdiction shall be placed into the Job Bank. b) Only those positions in the approved annual budget shall be filled in the budget year. c) Job Bank shall have no effect on an employee's rights or the City's obligations arising from the State Workers Compensation law. d) All placements made through Job Bank shall be mutually agreed upon by the employee and the appointing authority for the particular position. e) Subject to Civil Service rules and bargaining unit agreements, all vacant positions throughout the City shall first be attempted to be filled through Job Bank. If a position cannot be filled through Job Bank, then the attempt to fill the position will be made through active City employees. Only if the position cannot be filled through Job Bank and currently employed City employees not in Job Bank may the vacant position be filled from outside City service.

20.830. Displaced employees in Job Bank. All employees of the City who are notified of the pending elimination of their position by the provisions of this Article shall be placed into Job Bank. All employees while in Job Bank shall retain their job title, salary, benefits and representation, if any. While in Job Bank the employees continue their job duties while being allowed some paid time off to engage in Job Bank programs, training and out placement, for examples.

20.835. Job Bank Committee to make administrative rules. The Job Bank Committee shall make administrative rules and procedures as necessary to operate Job Bank in conformity with the purpose and intent of this Article.

20.840. Job Bank Committee to establish committees. The Job Bank Committee shall establish committees, work groups or task forces as necessary to operate Job Bank in conformity with the purpose and intent of this Article.

20.845. Insurance continuation. A plan for health/dental insurance continuation to work in conjunction with Job Bank is Section 20.470 of this Chapter.

RECORD OF COUNCIL VOTE (X INDICATES VOTE)

COUNCIL MEMBER	AYE	NAY	NOT VOTING	ABSENT	VOTE TO OVERRIDE	VOTE TO SUSTAIN	COUNCIL MEMBER	AYE	NAY	NOT VOTING	ABSENT	VOTE TO OVERRIDE	VOTE TO SUSTAIN
Dziedzic				X			Thurber	X					
Campbell	X						McDonald	X					
Biernat	X						Mead	X					
Rainville	X						Schulstad	X					
Niland	X						Minn	X					
Scott	X						President						
Herron	X						Cherryhomes	X					

PASSED SEP 29 1995 DATE APPROVED NOT APPROVED - VETOED OCT 05 1995 DATE

Jarvis Chung
 PRESIDENT OF COUNCIL

Alan Byler Belton
 MAYOR

ATTEST *Martha [Signature]*
 ASSY CITY CLERK