

# TOWN OF PALM BEACH

Information for Town Council Meeting on: April 10, 2018

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To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Danielle Olson, Director of Human Resources

Re: Proposed Amendment to the Town Code relating to the Administrative and Personnel Committee Hearing Process

Date: March 30, 2018

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## **STAFF RECOMMENDATION**

Staff recommends that the Town Council review the recommendations contained herein and provide direction on amendments to the Town Code relating to the Administrative and Personnel Committee Hearing Process.

## **GENERAL INFORMATION**

The Administrative and Personnel Committee (APC) recently met to hear appeals of employee disciplinary actions and provide recommendations to the Town Council for the same. Based on feedback received from members of the APC, and upon consultation with John C. Randolph, Town Attorney, staff proposes elimination of the APC and replacing it with a Special Master. This amendment continues to satisfy the due process rights provided to public sector employees, in addition to providing an expeditious and efficient disciplinary appeal process. This will require an amendment to the Town code, which staff will prepare for your consideration at the next Town Council meeting.

## **FUNDING/FISCAL IMPACT**

There should be no fiscal impact resulting from this change. Currently the Town employs outside counsel to represent the APC during the hearing. Based on hearings recently held, costs per hearing are estimated at \$12,000. Costs for employing a Special Master may be similar, unless the Special Master is able to reduce the overall duration of the hearing and thereby reducing the hours of work per hearing.

DO

cc: John C. Randolph, Town Attorney