

Legislation Details (With Text)

File #: 19-0923 **Version:** 1 **Name:** HR Manual Update
Type: Resolution **Status:** Passed
File created: 9/4/2019 **In control:** Board of Mayor & Aldermen
On agenda: 10/8/2019 **Final action:** 10/8/2019
Title: Consideration of Resolution 2019-102, A Resolution to Update and Approve the Human Resources Manual. (9/24/19 WS)
Sponsors: Kevin Townsel
Indexes:
Code sections:
Attachments: 1. Resolution 2019-102 HR Manual Update.Law Approved 2.pdf, 2. HR Manual & Appendices FINAL.pdf, 3. HR Manual Presentation2, 4. Updated HR Manual DRAFT 9.24.19.pdf, 5. DRAFT HR Manual for BOMA.pdf

Date	Ver.	Action By	Action	Result
10/8/2019	1	Board of Mayor & Aldermen	approved	Pass
9/24/2019	1	Work Session	referred	

DATE: September 30, 2019

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Kevin Townsel, Human Resources Director
Shauna Billingsley, City Attorney

SUBJECT:
Consideration of Resolution 2019-102, A Resolution to Update and Approve the Human Resources Manual. (9/24/19 WS)

Purpose

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the proposed update to the City of Franklin's Human Resources Manual, authorizing the City Administrator to amend the updated manual so long as it does not have a significant impact on the City of Franklin.

Background

The City of Franklin's Human Resources Manual, which last received a comprehensive update in 2011, no longer meets the needs of the City and its employees. The manual has outdated information in sections that is inconsistent with the city's current practice, has missing information, and/or relevant laws have changed. The update is necessary to clarify and revise language to be consistent with laws, regulations and industry standards. The newly, updated Human Resources Manual will deliver value to both the City of Franklin and its

employees.

Financial Impact

There is no significant financial impact association with the update of the Human Resources Manual.

Recommendation

Staff recommends approval of the Human Resources Manual.