

City of Annapolis

*160 Duke Of Gloucester Street
Annapolis, MD 21401*



Standing Committee Minutes

Monday, November 16, 2015

10:00 AM

**Mayor John T. Chambers, Jr.
City Council Chambers**

Rules & City Government Committee

1. Call To Order

Chairman Arnett called the meeting to order at 10:05 a.m.

Roll Call

Present: 3 - Alderwoman Pindell Charles, Alderwoman Finlayson and Alderman Arnett

2. Legislation before Committee

[R-17-15](#)

Personnel Rules and Regulations - For the purpose of approving updated and modified Rules and Regulations of the Personnel System.

Attachments: [R-17-15 Resolution.docx](#)

[R-17-15 Personnel Rules and Regs Clean Revised Version.pdf](#)

[R-17-15 List of Appendices.docx](#)

[R-17-15 Staff Report.docx](#)

[R-17-15 Appendix-A Transit Drug Alcohol Policy.docx](#)

[R-17-15 Appendix-B FMCSA Drug and Alcohol Testing Policy.docx](#)

[R-17-15 Appendix-C Non DOT Drug and Alcohol Testing Policy.docx](#)

[R-17-15 Appendix-D Drug Alcohol Policy Assignment by
Classification.xls](#)

[R-17-15 Appendix-E Employee Benefits Center.pdf](#)

[R-17-15 Appendix-F Employee Recognition and Reward
Program.docx](#)

[R-17-15 Appendix-G Employment Non-Discrimination Policy.docx](#)

[R-17-15 Appendix-H Equal Employment Opportunity.pdf](#)

[R-17-15 Appendix-I FMLA - Certification of Health Care Provider for
Ee's Serious Hlth Condition.pdf](#)

[R-17-15 Appendix-I FMLA - Certification of Health Care Provider for
Family Member's Serious Hlth Condition.pdf](#)

[R-17-15 Appendix-I FMLA - Designation Notice.pdf](#)

[R-17-15 Appendix-I FMLA -Employee Rights & Repsonsibilities.pdf](#)

[R-17-15 Appendix-J Fact Sheet The Health Insurance Portability and
Accountability Act \(HIPAA\).mht](#)

[R-17-15 Appendix-K MIT - Electronic Mail Policy.docx](#)

[R-17-15 Appendix-L MIT - Electronic Use Policy.docx](#)

[R-17-15 Appendix-M MIT - Social Media Policy.docx](#)

[R-17-15 Appendix-N MIT - Software and Data Code of Ethics.docx](#)

[R-17-15 Appendix-O Notice to Employees Regarding Rules and
Regulations.docx](#)

[R-17-15 Appendix-P Safety Manual.docx](#)

[R-17-15 Appendix-Q WC BROCHURE \(2012-10-23\).xls](#)

[R-17-15 Appendix-R Workplace Violence Policy.docx](#)

[Strikeout Version Rules and Regulations1992.doc](#)

[Appendix-A.Transit Drug Alcohol Policy \(Amended\).doc](#)

[Appendix-M.MIT - Social Media Policy\(Amended\).doc](#)

Acting Human Resources Director Hopkins and Training Programs Administrator Kimbo gave a joint presentation on the legislation and answered questions from the committee.

The committee took no action on Resolution R-17-15 an additional meeting for further consideration of the resolution has been scheduled for November 30, 2015

3. Adjournment

Upon motion duly made, seconded and adopted, the meeting was adjourned at 12:14 p.m.

**Cyndi Gaines
City Council Associate**