

**2011 - 2012 Seattle City Council Green Sheet**

**Approved**

Tab	Action	Option	Version
79	1	A	1

**Budget Action Title:** Add \$47,000 in 2011 and \$48,000 in 2012 from GSF to Personnel Dept. to restore .5 FTE Alternative Dispute Resolution Mediator

Councilmembers: Burgess; Clark; Conlin

Staff Analyst: Patricia Lee

Council Bill or Resolution:

**Budget Committee Vote:**

Date	Result	SB	BH	SC	TR	JG	NL	RC	TB	MO
11/12/2010	Pass 9-	Y	Y	Y	Y	Y	Y	Y	Y	Y

**Summary of Dollar Effect**

*See the following pages for detailed technical information*

	<b>2011 Increase (Decrease)</b>	<b>2012 Increase (Decrease)</b>
<b>General Subfund</b>		
<b>General Subfund Revenues</b>	\$0	\$0
<b>General Subfund Expenditures</b>	\$47,000	\$48,000
<b>Net Balance Effect</b>	(\$47,000)	(\$48,000)
<b>Total Budget Balance Effect</b>	(\$47,000)	(\$48,000)

**Budget Action description:**

This green sheet would add \$47,000 in 2011 and \$48,000 in 2012 from GSF to the Personnel Department to restore a .5 FTE Alternative Dispute Resolution (ADR) mediator.

The City's Labor Management Leadership Committee (LMLC) is composed of representatives of six labor unions, the Mayor's Office, three Councilmembers, and six department directors. The ADR program was designed by the LMLC and established in the Personnel Department in 1999 to provide an alternative means of resolving workplace disagreements and disputes. Using the Federal Office of Personnel Management guidelines for estimating costs, the ADR program estimates it saved the City \$607,922 in 2009. This is the difference between the cost of the program in 2009 (\$245,878) and the litigation and administrative procedures that were avoided (\$853,800). In addition to the fiscal savings, mediated resolutions are often more effective and emotionally satisfying because the disputants develop and agree to a resolution to their conflict rather than having the resolution imposed by a third party such as a hearing examiner.

ADR staff:

- Help individual employees prepare for mediation,

<i>Tab</i>	<i>Action</i>	<i>Option</i>	<i>Version</i>
79	1	A	1

- Provide group mediations for work groups,
- Assist employees and employers in “facilitated conversations” which is a less formal process than mediation, and
- Provide mediation services for the Seattle Office for Civil Rights (SOCR). Citizens filing a discrimination charge at SOCR are offered the opportunity to use the City’s ADR mediation program. In 2009 eight SOCR cases were mediated.

ADR staff do not mediate all City employee conflicts. The City is a member of the Inter-Local Conflict Resolution Group (ILCRG). The ILCRG is a consortium of government agencies, labor unions and volunteer professionals that provides mediation and other forms of dispute resolution services to its members at no cost. This allows mediators from other jurisdictions to facilitate mediations among City employees, as in-house mediators are not always trusted in terms of their neutrality or confidentiality. The City reciprocates by providing mediation services to other members of the ILCRG.

The ADR program was initially staffed by a full time program manager. In 2003, a .5 FTE ADR mediator was added and in 2007 this position was increased to full time. The Mayor’s Proposed Budget for 2011 and 2012 abrogates the 1.0 FTE ADR mediator position.

The ADR mediator spends about half of her time assisting the program manager in providing the mediation services listed in this green sheet and providing outreach and training to managers and employees on the availability and efficacy of mediation as an alternative dispute resolution mechanism. The other half of her time is spent serving as the Personnel Department’s representative on the citywide Race and Social Justice Initiative (RSJI) Change Team.

While the RSJI work is important, it is Council’s intent that the restoration of this .5 FTE position is to provide mediation and alternative dispute resolution services. The Personnel Department has affirmed its commitment to the City’s RSJI work and will continue to focus its effort within Personnel.

<i>Tab</i>	<i>Action</i>	<i>Option</i>	<i>Version</i>
79	1	A	1

**Budget Action Transactions**

**Budget Action Title:** Add \$47,000 in 2011 and \$48,000 in 2012 from GSF to Personnel Dept. to restore .5 FTE Alternative Dispute Resolution Mediator

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BCL or Revenue Source	Summit Code	Fund	Year	Revenue Amount	Expenditure Amount
1	increase GSF support to Personnel Dept for .5 FTE ADR mediator	Dispute Resolution Mediator - PT	1	0.5	PER	Employment and Training	N1000	00100	2011		\$47,000
2	increase GSF support to Personnel Dept for .5 FTE ADR mediator	Dispute Resolution Mediator - PT	1	0.5	PER	Employment and Training	N1000	00100	2012		\$48,000