2013 - 2014 Seattle City Council Green Sheet

Ready for Notebook

Tab	Action	Option	Version
145	1	A	1

Budget Action Title: Pass C.B. 117618 - Create 25 unfunded sunset "contract-in" positions in Personnel

Councilmembers: Budget Committee

Staff Analyst: Patricia Lee

Council Bill or Resolution: C.B. 117618

Date		Total	SB	BH	TR	RC	TB	NL	JG	SC	MO
	Yes										
	No										
	Abstain										
	Absent										

Budget Action description:

This green sheet recommends passage of C.B. 117618, which would create 25 unfunded "contract-in" sunset positions in the Personnel Department. The positions will sunset on December 31, 2014.

The City's Labor Management Leadership Committee (LMLC) established a subcommittee of City department managers and union representatives to identify work that departments could potentially have done by City employees at less cost than contracting the work out. Retaining work within City departments would also reduce potential layoffs and the loss of skilled and trained City employees.

However, in order to retain work, currently or intended to be contracted out, departments must have a job position they can assign the work to. If there is an ongoing body of work, the department can request authorization for a permanent position. However, for short term work, or where there may be a series of different short term work items requiring different job classifications, obtaining authorization for a new position or reclassifying an existing position to fit the identified work can be time consuming. In order for position availability not to be a barrier to retaining City work, this legislation creates 25 unfunded positions in the Personnel Department that can be used by other City departments. The positions will be funded by the existing budget authority of the departments utilizing the positions.

The idea is to use this pool of positions similar to the apprentice positions in the Personnel Department that are "loaned" to departments for use and returned to the Personnel department when no longer needed.

Tab	Action	Option	Version
145	1	A	1

Departments will submit requests to use these positions to the Personnel Director who shall establish the criteria for use of these positions, determine the appropriate classification for the identified body of work, and make the final determination on whether a City department's request meets the criteria. These positions will be part of the City's Civil Service system. Once approved and classified, the position will be identified on the City's annual position list. However, because the position list is only adopted once a year by Council, and these positions sunset in 2014, these positions will only show up on the 2014 position list.

In order to keep track of these positions they will be identified as "contract-in" positions. The Personnel Director will monitor use of these positions, and provide an annual report, by December 31st of 2013 and 2014 on the utilization and cost savings achieved by the use of these positions. The report shall be submitted to the Council's committee that has oversight of Personnel issues.