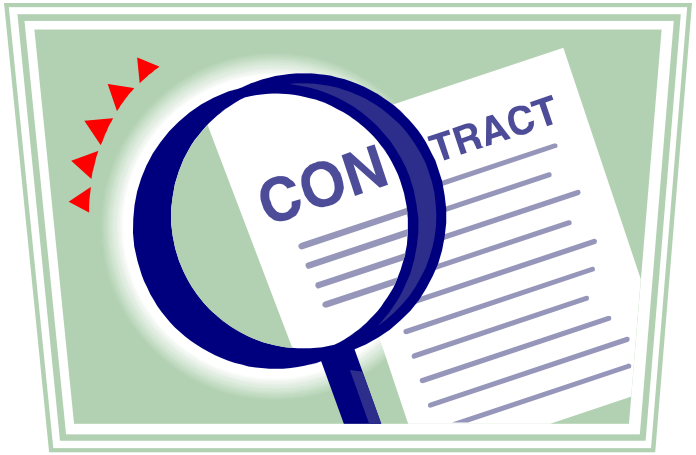
City and County of San Francisco

Department of Human Resources

# Minimum Staffing Days Implementation Update



# Bargaining 2010 Reminder

## What are Minimum Staffing Days

# ***Minimum Staffing Days Update***

## Contract Language:

The City will evaluate City departments or divisions for which minimum staffing days are appropriate. Minimum staffing days may take the form of complete closures or minimum staffing. On or before August 1, 2010 and August 1, 2011, the City will notify the PEC which departments/divisions have been slated for Minimum Staffing days and/or reduced staffing. If the PEC has any concerns regarding the list, it must make its concerns known to DHR within fourteen (14) calendar days. DHR agrees to discuss any concerns raised by the PEC via this process. If the PEC finds DHR's response inadequate, it may elevate its concerns to the Mayor, who will be the final arbiter of any such dispute. The Minimum Staffing Days currently identified and agreed to by the City and the PEC are the non-holiday work days between Christmas and New Years and the Wednesday prior to the Thanksgiving weekend – five (5) days.

# ***Minimum Staffing Days Update***

- ERD Meetings with Public Employees Committee (PEC):
  - Met with Craft Coalition on September 1, 2010
  - Met with rest of PEC on September 2, 2010
  - Unions shared a variety of concerns on the implementation of MSDs

# ***Minimum Staffing Days Update***

## Union Concerns:

- The Crafts: criteria for staffing plans
- The rest of PEC: enough FH's for MSDs
- Both groups: how to resolve disagreements & deadlines for staffing plans

# ***Minimum Staffing Days Update***

## ERD's Advice to Departments:

- Share staffing plans with employees as soon as practicable
- Meet with unions if requested and be prepared to justify staffing plans
- Use a fair and equitable process for staffing decisions, when operationally possible
- ERD is the first point of contact for unions with issues on departmental staffing plans

# ***Minimum Staffing Days Update***

## Reminder from Mayor's Office:

DURING **MSDS** THE CITY AND COUNTY OF SAN FRANCISCO IS NOT **SHUT DOWN**

# ***Minimum Staffing Days Update***

## ERD Contact Information: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