



MEMORANDUM

TO: Department Directors

FROM: Joya Hayes, Human Resources and Civil Service Director *JA*

DATE: June 13, 2019

SUBJECT: Family Friendly Initiative

The purpose of this memo is to notify department directors of the upcoming family friendly initiative and needs assessment the Human Resources will be conducting.

On November 3, 2016, City Council passed a resolution directing the City Manager to explore options for providing childcare at public meetings and on September 28, 2017 a resolution was passed regarding high quality childcare. In addition to these resolutions, City Council passed a resolution on June 6, 2019 to conduct an assessment of the City's employment practices and identify areas in which the City could improve to become a more family friendly employer. The Human Resources Department is committed to providing an innovative and comprehensive family friendly workplace for City of Austin Employees in accordance with requests from Council and the City Manager.

The Human Resources Department is facilitating stakeholder meetings, providing analysis of the City's current family friendly policies, procedures and benefits, benchmarking and making recommendations for enhanced initiatives and policies. The following will be completed:

Stakeholder Meetings — conduct and facilitate a maximum of 12 stakeholder meetings with multiple employee groups at a variety of locations and times convenient for the stakeholders. Stakeholders include: executives, managers and supervisors, individual contributors, operations and field employees, public safety employees and night shift or third shift employees.

Analysis and Benchmarking — provide an analysis of the City's current family friendly policies, procedures and benefits and include benchmarking data from other cities, counties and municipalities.

Recommendations — make recommendations for enhanced initiatives and policies.

The input of stakeholders meetings is imperative to the success of this initiative and we look forward to kicking off this initiative and working collaboratively with employees to make an already robust program more successful for the City and our employees.

cc: HR Managers Forum
HR Liaisons