



City of Rochester Hills
AGENDA SUMMARY
NON-FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2025-0318

TO: Mayor and City Council Members

FROM: Brooke Insana, Human Resources Director

DATE: August 11, 2025

SUBJECT: Chapter 82 Personnel Ordinance Revisions – Employee Appeal Procedure

REQUEST:

We are requesting that City Council accept, for Second Reading and adoption, an Ordinance to amend Sections 82-30, 82-32 and 82-33 of Article II, Employee Appeal Procedure, of the Chapter 82, Personnel, of the Code of Ordinances of the City of Rochester Hills, Oakland County Michigan, to modify composition of the Personnel Board and provisions governing suspensions, and to repeal conflicting ordinances.

BACKGROUND:

The proposed revisions to Chapter 82 of the Personnel Ordinance are being recommended to enhance the integrity and fairness of the Employee Appeal Procedure. These amendments are designed to:

Sec. 82-30. Personnel board.

- **Establish a Consistent Board:** By modifying the composition of the Personnel Board, we aim to create a more consistent and stable body responsible for overseeing appeal procedures. This consistency will ensure a standardized approach to all matters brought before the board.
- **Eliminate Potential Bias:** A primary objective of these changes is to comprehensively eliminate any potential for bias that could compromise the fairness of the appeal process. Specifically, the previous structure allowed for the possibility of co-workers serving on the Personnel Board when hearing an appeal involving a colleague. The revised composition of the Personnel Board is meticulously designed to remove this conflict of interest, ensuring that all appeal decisions are made objectively, solely on the merits of the case, and free from any undue influence or pre-existing relationships. This measure is crucial for maintaining the absolute impartiality and integrity of the Personnel Board and the appeal process as a whole, fostering greater trust and confidence in the system.

Sec. 82-32. Dismissal, suspension or demotion.

- **Align Language with Charter Reference:** A revision to Section 82-32(a) has been included to align the language with the existing City Charter reference. This change is purely for consistency and does not alter the substance or intent of the provision.
- **Facilitate Scheduling:** The revision to Section 82-32(c) extends the timeframe to three weeks. This adjustment provides a more reasonable period to facilitate the scheduling of hearings, accommodating the availability of all parties involved.

These amendments, specifically to Sections 82-30, 82-32, and 82-33 of the Code of Ordinances, are vital to upholding a fair, transparent, and legally sound employee appeal system within the City of Rochester Hills.

RECOMMENDATION:

We are requesting that City Council accept, for Second Reading and adoption, an Ordinance to amend Sections 82-30, 82-32 and 82-33 of Article II, Employee Appeal Procedure, of the Chapter 82, Personnel, of the Code of Ordinances of the City of Rochester Hills, Oakland County Michigan, to modify composition of the Personnel Board and provisions governing suspensions, and to repeal conflicting ordinances.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Mayor		
City Clerk		

Contract Reviewed by City Attorney ☒ Yes ☐ N/A