

ORDINANCE NO. BG2015 - 29

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 17
(PERSONNEL POLICIES) OF THE CITY OF
BOWLING GREEN CODE OF ORDINANCES TO
CREATE A NEW SUBCHAPTER RELATING TO A
WORKFORCE RECRUITMENT AND OUTREACH
COMMITTEE

WHEREAS, the City of Bowling Green is an equal employment opportunity employer; and,

WHEREAS, the City has determined that there is a need to improve its recruitment efforts to help comply with its equal employment policies; and,

WHEREAS, the City has determined that one method to assist the City in improving its recruitment efforts is the creation of a Workforce Recruitment and Outreach Committee; and,

WHEREAS, the creation of the Workforce Recruitment and Outreach Committee is in the best interests of the City.

NOW, THEREFORE, BE IT ORDAINED by the City of Bowling Green, Kentucky as follows:

1. Chapter 17 (Personnel Policies) is hereby amended as follows:

...

17-4 WORKFORCE RECRUITMENT AND OUTREACH COMMITTEE.

17-4.01 Declaration of Policy.

In order to assist the City of Bowling Green comply with its equal employment policies, the City has determined there is a need to improve its recruitment efforts. One method to assist the City in this goal is the creation of a Workforce Recruitment and Outreach Committee to guide and advise the City on achieving its recruitment goals.

17-4.02 Creation / Membership / Vacancies / Compensation / Staff.

There is hereby created the City of Bowling Green Workforce Recruitment and Outreach Committee. The Mayor, with the approval of the Board of Commissioners shall appoint seven (7)

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members to this Committee with the appointees residing within the City's employment catchment area. Effective with the members of the Committee with terms beginning October 1, 2015, four (4) members shall be appointed for terms of two (2) years with the remaining three members appointed for an initial term of one (1) year. All appointments after the initial appointment shall be for a term of two (2) years. Vacancies on the Committee shall be filled by nomination by the Mayor and approval of the Board of Commissioners. Members of the Committee shall serve without compensation. The Mayor, with the approval of the Board of Commissioners, shall appoint a member of the Board of Commissioners as a liaison to the Committee. That appointee shall have no voting rights on the Committee. The City shall also provide staff to assist the Committee in carrying out its duties including the City Manager, representatives from the City's Human Resources Department, the City's International Communities Liaison, the Police and Fire Chief's and other staff members as needed or requested.

17-4.03 Powers / Duties of the Committee.

The Committee shall have the following powers and duties:

- (a) To appoint a chairperson, vice-chairperson and all other officers as determined by the Committee;
- (b) To hold meetings at least quarterly and as necessary as determined by the Committee or the chairperson;
- (c) To provide support to the City's recruitment efforts by reviewing the City's current policies and procedures and recommending changes to those policies and procedures to help create an effective recruitment strategy and identify effective recruiting resources;
- (d) To enhance communication and collaboration between the City and its citizens by informing community groups of current and upcoming job openings, identifying and recruiting potential job applicants locally and working with the City to identify and to inform the City on the

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needs and concerns of the City's minority population;

(f) To assist the City during the candidate / applicant interview process as needed and requested by the City; and,

(g) To adopt bylaws to establish procedures for the management and operation of the Committee.

2. The provisions of this Ordinance are hereby declared to be severable, and if any section, phrase or provision shall for any reason be declared invalid, such declaration of invalidity shall not affect the validity of the remainder of this Ordinance.

3. All prior Municipal Orders or Ordinances or parts of any Municipal Order or Ordinance in conflict herewith are hereby repealed.

4. This Ordinance is adopted pursuant to KRS 83A.060 in that it was introduced on September 1, 2015, and given final reading on September 15, 2015, and said Ordinance shall be in full force and effect upon signature, recordation and publication in summary pursuant to KRS Chapter 424.

ADOPTED: September 15, 2015

APPROVED: Bruce Wilkerson
Mayor, Chairman of Board of Commissioners

ATTEST: Kate Schaller Wassel
City Clerk

SPONSORED BY: Bruce Wilkerson, Mayor, 08/26/2015, 1:30 p.m.