



**City of Venice**  
*Human Resources Department*

**Interoffice Memorandum**

DATE: March 30, 2018

FROM: Alan Bullock, Human Resources Director

THROUGH: Edward F. Lavalley, City Manager

TO: Venice City Council

SUBJECT: Proposed Personnel Procedures & Rules Changes

Council recently directed a review of the city's policy against harassment. As a result, we have consulted with our employment attorney and propose the attached changes to section 1.23 of the City's Personnel Procedures & Rules. Also proposed are unrelated changes to section 1.21, which will bring policy in line with current practice and safeguard the city against employee challenges to discipline.