

REPORT TO THE CITY COUNCIL FROM  
THE COMMITTEE OF THE WHOLE  
STANDING COMMITTEE OF THE MINNEAPOLIS CITY COUNCIL  
April 15, 2015

A regular meeting of the committee was convened 10:07 a.m. on this date.

Members Present: Council Members Andrew Johnson (Acting Chair), Lisa Bender, Alondra Cano, Jacob Frey, Cam Gordon, Linea Palmisano, John Quincy, Abdi Warsame, and Blong Yang.  
Members Absent: Council Members Elizabeth Glidden, Lisa Goodman, Barbara Johnson, and Kevin Reich.

Acting Chair Andrew Johnson opened the meeting and called on Patience Ferguson to present the single item on the agenda: Workforce Assessment and Diversification ([15-00428](#)).

The following persons presented various aspects of the report before committee:

Patience Ferguson, Chief HR Officer  
Bruce Edison, HR Workforce Planning Manager  
Heidi Hamilton, Deputy Director, Public Works  
Jill Petty, Human Resources Generalist  
Medaria Arradondo, Chief of Staff - MPD  
Destiny Xiong, Human Resources Generalist  
Deb Bahr-Haugen, CPED Employment and Training  
Marie Lawson, CPED, Employment and Training  
Beth Cousins, Deputy CIO, IT  
Lisa Westman, Human Resource Generalist  
Deb Krueger, HR Recruiting Manager

**On motion by A. Johnson, carried on voice vote, the presentation was Received and Filed and the following staff directive, authored by Glidden and A. Johnson and amended by Warsame and Yang, was approved on voice vote:**

Directing City Departments, in collaboration with the Human Resources Department and in alignment with City goals and strategic direction, to develop a workforce planning process that supports the enterprise. Plans will have specific goals and objectives designed to meet departmental workforce needs, factoring anticipated turnover rates and affirmative action plans and goals. In addition, the following information will be included:

- a) Assessment of workforce needs at a minimum of three to five years.
- b) Formal assessment of opportunities and challenges in diversifying their workforce.
- c) Engagement of Human Resources best practices in the assessment of position descriptions to remove unnecessary requirements, certifications, and education levels necessary to perform the core duties.
- d) Engagement of Human Resources best practices in the assessment of position descriptions to include fluency in the most commonly used languages in the city, as well as multicultural competency, as a desired/required skill, in particular on jobs that involve direct services.

### **Reports of Committees**

Council Members reviewed the recommendations from each committee moving forward to the full Council for consideration. No actions were taken and no public comment was allowed. Agendas for each committee bringing forward a report are linked below.

- Community Development & Regulatory Services ([15-00429](#))
- Intergovernmental Relations ([15-00430](#))
- Transportation & Public Works ([15-00431](#))
- Ways & Means ([15-00432](#))
- Zoning & Planning ([15-00433](#))

With no further business to transact, the meeting adjourned at 11:16 a.m.

Reported by Diana Armstrong, Council Committee Coordinator