

City of Lawrence  
Administrative Policy

SUBJECT Employee Relations Council		APPLIES TO All Departments and Divisions	
EFFECTIVE DATE May 24, 1995	REVISED DATE None		
APPROVED BY City Manager		TOTAL PAGES 1	POLICY NUMBER AP-14

1.0 **Purpose**

To establish a policy that will govern the status of city employees serving on the Employee Relations Committee.

2.0 **Policy**

1. Service on the Employee Relations Council is voluntary. If a person is scheduled to work at the time of the meeting, the department director will encourage participation based upon staffing needs;
2. When a person is scheduled to serve on a grievance review panel, or on special projects specifically authorized by me, persons will be compensated;
3. All work done by the ERC on special projects as identified by the ERC, or committee work should be considered voluntary work and will not be compensated;
4. Department directors will be encouraged to meet with ERC representatives at least once per month to discuss current issues on the ERC's Agenda.