

RESOLUTION NO. 20050912-007

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:

WHEREAS, the Director of Human Resources has recommended the following amendment of the Personnel Policies; and

WHEREAS, the City Manager approves and recommends adoption of this amendment; **NOW, THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:

That the City of Austin Personnel Policies be, and the same is hereby amended to provide for alcohol and drug testing for certain employees of the Emergency Medical Services Department and to expand Service Incentive Pay as described below.

PART 1. That Chapter A, Section I, Conditions of Work, be revised by adding the following subsection V:

V. Alcohol and Drug Policy for Certain Employees of the Emergency Medical Services Department

1. Policy.

This Policy is established in order to ensure the safety of the citizens and employees of the City of Austin and to comply with

federal law and regulations of the Federal Aviation Administration ("FAA").

2. Covered Employees

This Policy applies to any employees of the Emergency Medical Services Department who, because of their duties in connection with the STAR Flight program, are required to comply with FAA regulations related to the use of alcohol and drugs and testing for alcohol and drugs. Employees who are subject to those regulations will receive written notification that they are covered by this Policy and will receive information describing the FAA requirements.

3. Compliance Required

Each covered employee is required to comply with all provisions of federal law applicable to their job duties (including FAA regulations), this Policy, and all procedures which implement this Policy. This Policy constitutes a safety rule of major significance.

4. Consequences of Violations

Employees who violate this Policy may be referred for assistance in evaluating and resolving problems associated with the misuse of alcohol and the use of controlled substances. Employees who violate this Policy shall be subject to disciplinary action up to and including dismissal.

PART 2. That Chapter A, Section III.a(12), Service Incentive Pay, be revised as follows:

12. Service Incentive Pay

Service Incentive Pay is provided to recognize the value of longevity in service to the City and to enhance, for newer employees, the advantages of becoming a long-term City employee. Service Incentive Pay consists of two parts. Both parts are dependent upon approval of funding by the City Council, which may fund either or both parts.

a. Service Incentive Pay

A regular employee who has completed five years of continuous service by December 1 of the year they are to receive pay, shall receive Service Incentive Pay as follows:

(1) An employee shall be paid 1/4 of 1% for each year of service, based on the current annual earnings of the employee as of December 1. Payment is to be made in a lump sum each year within the first two weeks of December if the employee is serving the City on December 1.

(2) Maximum credit to be applied for calculation of Service Incentive Pay will be for fifteen years of service. The maximum lump sum payment will be the amount calculated based on an employee's fifteen years of service or a specific amount approved by the City Council.

b. Service Incentive Pay Enhancement

A regular employee who was employed in a regular (not temporary) position on April 1, 2005, shall receive Service Incentive Pay Enhancement as follows:

(1) An employee shall be paid a single lump sum payment equal to 2% of the employee's annual base pay as of December 1, 2005. Payment is to be made within the first two weeks of December if the employee is serving the City on December 1, 2005. An employee whose compensation includes a "public safety premium" shall not receive the Service Incentive Pay Enhancement in December 2005.

(2) An employee who qualifies for both parts of Service Incentive Pay shall receive payment for both parts.

ADOPTED: September 12

ATTEST: _____

Shirley A. Brown
City Clerk