

Executive Briefing of Hiring Freeze

On March 12, 2009, the City Council approved a revised 2009 budget in response to the \$13.1 million cut to Local Government Aid received by the State, which resulted in workforce reductions across City departments.

Hiring Freeze: In anticipation of workforce reductions in 2009, City Council approved a phased hiring freeze on December 12, 2008.

1. Phase One went into effect on 12/12/08 and placed a freeze on hiring external applicants.
2. Phase Two went into effect on 2/15/09 and placed a freeze on all hiring, internal and external, as well as classification studies.
3. Phase Three went into effect on 4/1/09 which terminated permit employment and temporary details of current employees where applicable.

After layoffs occurred on May 1, 2009, the Hiring Freeze was rolled back to encompass the freeze on external hires (Phase One).

Reasons to lift the Hiring Freeze:

1. Since December 8, 2008 through December 3, 2012, there have been 338 Hiring Freeze Waiver requests to fill department vacancies. Only 6 requests have been denied or postponed.
2. If the City of Minneapolis was to experience significant cuts to Local Government Aid in the future, implementing a hard hiring freeze could be more effective.
3. Departments manage their budget and are only filling jobs they absolutely need.
4. Departments are confused about when to submit a Hiring Freeze Waiver request, so they typically send one for every type of hire.
5. Human Resources are involved in all departments' hires through HRIS so there is a built in tracking system.
6. Administration of Hiring Freeze Waiver requests is shared amongst the HR Director and Manager Employment Services resulting in a significant amount of administrative paperwork.

Position Eliminations: Total 2009-2012 position eliminations = 304

2009 – Total of 153 positions eliminated:

April 2009: 20 position eliminations

August 2009: 17 position eliminations (CSO's)

November 2009: 3 position eliminations (Assessor's)

December 2009: 25 position eliminations (Sworn Police)

December 2009: 88 position eliminations

2010 – Total of 67 positions eliminated:

February 2010: 31 position eliminations (Civilians Police)

April 2010: 2 position eliminations (311)

August 2010: 11 position eliminations

December 2010: 23 position eliminations

2011 – Total of 73 positions eliminated:

March 2011: 5 position eliminations

September 2011: 10 position eliminations (Fire)

December 2011: 58 position eliminations

2012 – Total of 11 positions eliminated:

January 2012: 1 position elimination

May 2012: 4 position eliminations

November 2012: 4 position eliminations

December 2012: 2 position eliminations

2013 – Total of 3 positions eliminated (all due to reorganizing not budget)

Job Bank Summary: The City created Job Bank in 1995 with the purpose of assisting the City and its employees during times of major restructuring and change in identifying other employment opportunities for those employees whose positions are eliminated. Employees that are in a position of being bumped or displaced along with employees whose position is eliminated are all placed in the Job Bank

2009 – of the 190 employees directly or indirectly affected by reductions in force:

- 21 exercised their bumping/displacement rights
- 24 were placed in other positions through the Job Bank
- 76 were laid off
- 4 were placed in vacant positions in their same job title
- 18 were reinstated to their position due to placement of others in the Job Bank
- 2 retired
- 10 were reassigned to a different position in their job title in their department
- 3 resigned
- 1 was promoted through the normal hiring process
- 3 requested a voluntary layoff
- 28 positions were restored by City Council or department

2010 – of the 108 employees directly or indirectly affected by reductions in force:

- 18 exercised their bumping/displacement rights
- 14 were placed in other positions through the Job Bank
- 30 were laid off
- 6 were placed in vacant positions in their same job title

- 18 were reinstated to their position due to placement of others in the Job Bank
- 1 retired
- 12 were reassigned to a different position in their job title in their department
- 2 resigned
- 1 was promoted through the normal hiring process
- 6 requested a voluntary layoff

2011 – of the 87 employees directly or indirectly affected by reductions in force:

- 6 exercised their bumping/displacement rights
- 21 were placed in other positions through the Job Bank
- 23 were laid off
- 1 was placed in vacant position in their same job title
- 12 were reinstated to their position due to placement of others in the Job Bank
- 2 retired
- 4 were reassigned to a different position in their job title in their department
- 6 were promoted through the normal hiring process
- 3 requested a voluntary layoff
- 9 positions were restored by City Council or department

2012 – of the 18 employees directly or indirectly affected by reductions in force:

- 2 exercised their bumping/displacement rights
- 5 were placed in other positions through the Job Bank
- 3 were laid off
- 7 were reinstated to their position due to placement of others in the Job Bank
- 1 was promoted through the normal hiring process