

# City of Minneapolis

## Request for Committee Action

**To:** Committee of the Whole  
**Date:** 11/18/2015  
**From:** City Clerk's Office  
**Prepared by:** Casey Joe Carl  
**Presented by:** Casey Joe Carl, City Clerk  
**File type:** Action  
**Subcategory:** Board-Commission-Task Force

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**Subject:**  
Workplace Regulations Partnership meeting protocols

**Description:**  
Adopting meeting protocols for the Workplace Regulations Partnership.

**Previous Actions:**  
At its regular meeting on October 23, 2015, City Council established the Workplace Regulations Partnership as an *ad hoc* working group charged with studying the impact of workplace regulations related to earned sick time and paid time off. Staff was directed to develop a framework for the working group's meetings, including an expectation that meetings be open to the public [Legislative File No. 15-01373].

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**Ward/Address:**  
Not Applicable

**Background/Analysis:**  
The operating principles and meeting protocols prepared by staff leave to the Workplace Regulations Partnership the discretion to determine its own internal operation and rules, within all applicable legal and policy requirements. However, these draft principles and protocols do establish broad expectations about how its general business is to be conducted. This includes:

- (1) An expectation that business meetings must be open and accessible to the public, and accommodations must be made to enable participation, both by members and the general public in attendance;
- (2) An expectation that the Partnership will select a chair and vice-chair from its membership to lead the group's efforts in a manner ensuring fair and balanced opportunity for all members to engage in, contribute to, and help shape final policy recommendations on earned sick time and paid time off;
- (3) An expectation that the Partnership will engage the community in its work through various outreach strategies, to be determined by the Partnership; and
- (4) An expectation that the Partnership will submit its final report with policy recommendation on earned sick time and paid time off by no later than February 24, 2016.

**Financial Review:**  
No financial impact.

**Attachments:**  
1. Draft Operating Guidelines & Meeting Protocols.