

Presented by: The Manager  
Introduced: 06/18/2001  
Drafted by: J.R. Corso

**RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2106**

**A Resolution Amending the Personnel Rules to Provide for Employee Objection to Performance Evaluations and to Affirm the Concept of Progressive Discipline.**

BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Amendment of Personnel Rules.** 8 PR is amended by the addition of a new subsection 020 reading:

**8 PR 020. Rebuttal.** Performance evaluations are an exercise of management rights and the contents of an evaluation may not be the subject of a grievance or other relief under these rules. An employee who disagrees with a performance evaluation may submit a written rebuttal within ten days of the date the evaluation is delivered to the employee. The rebuttal will be attached to the employee's evaluation and included in the employee's personnel file.

**Section 2. Amendment of Personnel Rules.** 13 PR is amended by the addition of a new subsection 007 reading:

**13 PR 007. Purpose.** The purpose of disciplinary action is to remedy unacceptable performance or conduct. Supervisors should impose discipline in steps of gradually increasing severity unless the performance or conduct warrants the immediate application of severe action. In general, the progression of disciplinary actions should be as follows: oral reprimand, written reprimand, suspension, dismissal. Other sanctions may be imposed as warranted to address particular deficiencies.

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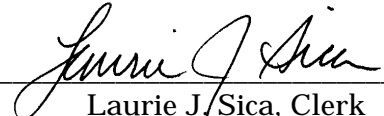
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**Section 3. Effective Date.** This resolution shall be effective immediately upon adoption.

Adopted this 18<sup>th</sup> day of June, 2001.

  
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Sally Smith, Mayor

Attest:

  
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Laurie J. Sica, Clerk