

**COMMISSION ON COMMUNITY INVESTMENT AND INFRASTRUCTURE**

**RESOLUTION NO. 57-2015**

**AMENDING THE PERSONNEL POLICY TO ADD PROVISIONS CONCERNING  
REINSTATMENTS RIGHTS OF FORMER EMPLOYEES**

WHEREAS, The Office of Community Investment and Infrastructure, as Successor Agency to the Redevelopment Agency of the City and County of San Francisco ("OCII"), proposes to amend its Personnel Policy to update written policies covering former employee's reinstatement to OCII; and,

WHEREAS, the proposed amendments provide that employees who were former employees of OCII or the Redevelopment Agency of the City and County of San Francisco ("Redevelopment Agency") and who are reinstated to OCII employment after separation from OCII or the Redevelopment Agency shall have the right to accrued vacation and sick leave based on their total years of service at OCII and the Redevelopment Agency; and,

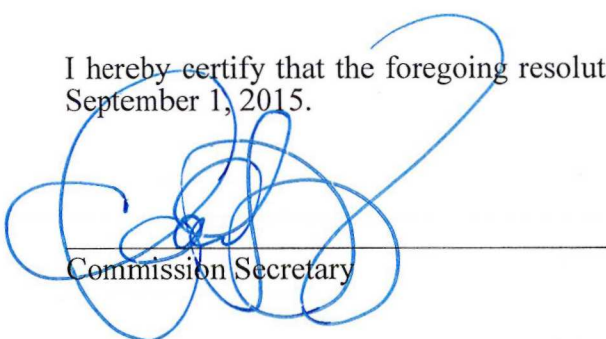
WHEREAS, the proposed amendments also provide employees, who became City and County of San Francisco employees for periods of time because of dissolution, with the right to restore any unused, accrued sick leave that they may have had upon their separation from employment at OCII or the Redevelopment Agency; and,

WHEREAS, OCII's Human Resources Division has met with SEIU #1021 and IFPTE #21 to review the Personnel Policy amendment. Both unions concurred that the proposed amendment was appropriate; now, therefore, be it

RESOLVED, the Commission hereby adopts the Amended Personnel Policy attached as Attachment A.

Attachment A: OCII Personnel Policy-Section IV--Separations

I hereby certify that the foregoing resolution was adopted by the Commission at its meeting of September 1, 2015.



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Commission Secretary

## OCII Personnel Policy-Section IV-Separations

## D. Reinstatement

1. An employee who has resigned in good standing, ~~or~~ has been laid off, or meets the criteria for a Reinstated City Employee, described in Section IV, D. 2 below, may be reinstated if a position becomes available in the classification from which he or she has resigned or been laid off or in another classification for which he or she is qualified.

2. An unrepresented employee is considered a Reinstated City Employee if the employee satisfies all of the following conditions:

a. The Former Agency appointed the employee prior to February 1, 2012.

b. The employee had continuous service with the Former Agency until its dissolution.

c. On or after February 1, 2012 (the date of dissolution of the Former Agency), the employee became an employee of the City and County of San Francisco, but continued to work ~~for~~ under the supervision of the Successor Agency without a break in service.

d. The employee reinstates with the Agency at any time in the future provided that the employee has met the above-requirements for continuous service.

3. ~~If an~~For employee's reinstatement ~~occurs~~ within six (6) months of the date of resignation or layoff, ~~or~~ and for ~~unrepresented employees who meet the criteria for a~~ Reinstated City Employees reinstated with the Successor Agency at any time in the future, described in Section IV, D. 4 below the following conditions apply:

a. The employee shall be entitled to regain accrued sick leave lost at the time of resignation or layoff.

b. The period of separation shall not be included in the computation of vacation and sick leave credit or seniority; provided, however, that actual service time will be treated as continuous.

34. ~~If an unrepresented~~For employee's ~~who do not meet the criteria for a Reinstated City Employee and who~~ reinstatement ~~occurs~~ after six (6) months of the date of resignation or layoff, the period of separation shall not be included in the computation of vacation and sick leave credit or seniority; provided, however, that actual service time will be treated as continuous for the purpose of accruing future vacation and sick leave credit.

~~4. An unrepresented employee is considered a Reinstated City Employee if the employee satisfies all of the following conditions:~~

~~a. The Former Agency appointed the employee prior to February 1, 2012.~~

~~b. The employee had continuous service with the Former Agency until its dissolution.~~

~~c. On or after February 1, 2012 (the date of dissolution of the Former Agency), the employee became an employee of the City and County of San Francisco, but continued to work for the Successor Agency without a break in service.~~

~~d. The employee reinstates with the Agency.~~