



Detroit Water and Sewerage Department

735 Randolph Street
Detroit, Michigan 48226
(313) 224-4704 Office
dwsd.legistar.com

Legislation Text

File #: 21-0401, **Version:** 1

The Board of Water Commissioners for the City of Detroit **rescinds the Detroit Water and Sewerage Department's employee handbook entitled *The Way We Work*, published November 5, 2014, with exception of policies entitled Work Rules, Work Safely Rules, Corrective Action, Disciplinary Guidelines and Point System, and Policy 202.2 - Attendance, which shall automatically expire on June 30, 2021, and** authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Agenda of February 17, 2021 Item No. 21-0401

TO: The Honorable
Board of Water Commissioners
City of Detroit, Michigan

FROM: Debra N. Pospiech, Chief Administrative Officer
Water and Sewerage Department

RE: Rescission of *The Way We Work* Employee Handbook.

MOTION

Upon recommendation of Debra N. Pospiech, Chief Administrative Officer, the Board of Water Commissioners for the City of Detroit **rescinds the Detroit Water and Sewerage Department's employee handbook entitled *The Way We Work*, published November 5, 2014, with exception of policies entitled Work Rules, Work Safely Rules, Corrective Action, Disciplinary Guidelines and Point System, and Policy 202.2 - Attendance, which shall automatically expire on June 30, 2021, and** authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

BACKGROUND AND JUSTIFICATION

While the Detroit Water and Sewerage Department operated the water and sewerage systems for the region, it created an employee handbook entitled *The Way We Work* that contained DWSD policies, rules and guidelines related to human resources, benefits, disciplinary, attendance, safety and other matters. DWSD published *The Way We Work* on November 5, 2014. Over the course of approximately 18 months, this Honorable Body reviewed, revised and enacted policies related to Human Resources, Customer Service, Finance, Administration, Information Technology, and Operations that supersede all prior policies, rules and guidelines in *The Way We Work*.

However, since the Board enacted policies related to work rules, attendance, corrective action and discipline in the middle of a fiscal year and in the middle of the performance evaluation period; we will keep those policies in effect for consistency and fairness until the 2021 Performance Evaluation period ends on June 30, 2021.