


FROM	NAME & TITLE	Deborah F. Moore-Carter, Labor Commissioner	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	Office of the Labor Commissioner 417 East Fayette, Suite 1405		
	SUBJECT	Council Bill 10-0190R Criteria For Continued Employment		

TO The Honorable Jack Young
and Members of the
Baltimore City Council
c/o Karen Randle
Room 406 City Hall
100 N. Holiday Street

DATE:
3/12/10

Mayor Stephanie Rawlings-Blake convened a committee shortly after becoming aware of the incident involving the Baltimore City employee that used accumulated leave and leave awarded by the employee's union's sick leave bank to remain in pay status while incarcerated.

The Committee's purpose is to develop policies that address reporting requirements and how such arrests and or convictions will affect an employee's employment with Baltimore City.

In the meantime, the Mayor has issued an Executive Order that requires City employees to notify their supervisors of any arrests and or convictions for a criminal offense within 24 hours of such. and the employee is required to communicate with his/her Human Resources Office during the criminal process.

The Executive Order also mandates that the Agency Human Resources Office conduct an informal conference with the employee to determine whether the arrest or conviction interferes or undermines the employee's ability to perform their job. If it is determined that the employee's arrest or conviction would interfere with the employee's performance, then the employee is to be suspended pending the outcome of the informal conference or pending the outcome of the criminal charges.

Employees will be able to use accumulated leave to cover any periods of absence from work and if sufficient leave is not available, then an absence without pay will be granted.

