

Introduced by: Councilmember Cohen *Donny, Jr*, Bulluck, Henry, *Patrick Small*

Prepared by: Department of Legislative Reference *Young* Date: February 21, 2018 *Clarke*

Referred to: _____ Committee *Reisinger*
Stokes

Also referred for recommendation and report to municipal agencies listed on reverse. *Middleton*

CITY COUNCIL 18-008R

A RESOLUTION ENTITLED

A COUNCIL RESOLUTION concerning

Moving Baltimore City To Paperless Paychecks

FOR the purpose of calling on the Department of Finance, and the Department of Human Resources, to ensure that fiscal 2019 payroll negotiations emphasize security, efficiency, and waste reduction – including a process for electronic time keeping and an opt-in feature for paper paycheck advices – and to issue an RFP for competitive bids for Baltimore City’s payroll in anticipation of 2020 payroll contract negotiations.

Bud Falgout
She

Donny
Patrick Small
Clarke
Reisinger
Stokes
Middleton
Schweizer
Young
St
John Bulluck
Henry
Bill
LaBriere
John
John

****The introduction of an Ordinance or Resolution by Councilmembers at the request of any person, firm or organization is a courtesy extended by the Councilmembers and not an indication of their position.**

Agencies

Department of Public Works	Baltimore City Public School System
Department of Real Estate	Baltimore Development Corporation
Department of Recreation and Parks	City Solicitor
Department of Transportation	Comptroller's Office
Fire Department	Department of Audits
Health Department	Department of Finance
Mayor's Office of Employment Development	Department of General Services
Mayor's Office of Human Services	Department of Housing and Community Development
Mayor's Office of Information Technology	Department of Human Resources
Office of the Mayor	Department of Planning
Police Department	Other: <i>Department of Social Services</i>
Other:	Other:
Other:	Other:
Department of Public Works	Board of Estimates
Department of Real Estate	Board of Ethics
Department of Recreation and Parks	Board of Municipal and Zoning Appeals
Department of Transportation	Comm. for Historical and Architectural Preservation
Fire Department	Commission on Sustainability
Health Department	Employees' Retirement System
Mayor's Office of Employment Development	Other:
Mayor's Office of Human Services	Other:
Mayor's Office of Information Technology	Other:
Office of the Mayor	Other:
Police Department	Other:
Other:	Other:
Other:	Other:
Department of Public Works	Environmental Control Board
Department of Real Estate	Fire & Police Employees' Retirement System
Department of Recreation and Parks	Labor Commissioner
Department of Transportation	Parking Authority Board
Fire Department	Planning Commission
Health Department	Wage Commission
Mayor's Office of Employment Development	Other:
Mayor's Office of Human Services	Other:
Mayor's Office of Information Technology	Other:
Office of the Mayor	Other:
Police Department	Other:
Other:	Other:
Other:	Other:

Boards and Commissions

**CITY OF BALTIMORE
COUNCIL BILL 18-0068R
(Resolution)**

Introduced by: Councilmembers Cohen, Dorsey, Scott, Bullock, Henry, Pinkett, Burnett, Clarke,
Reisinger, Stokes, Middleton, President Young, Councilmembers Sneed, Schleifer
Introduced and adopted: February 26, 2018

A COUNCIL RESOLUTION CONCERNING

Moving Baltimore City To Paperless Paychecks

FOR the purpose of calling on the Department of Finance and the Department of Human Resources to ensure that fiscal 2019 payroll negotiations emphasize security, efficiency, and waste reduction – including a process for electronic time keeping and an opt-in feature for paper paycheck advices – and to issue an RFP for competitive bids for Baltimore City’s payroll in anticipation of 2020 payroll contract negotiations.

Recitals

Currently, Baltimore City provides a paper paycheck advice to each employee, even those with direct deposit with no option to cease receiving paper pay advices. Furthermore, the current payroll system demands submission of paper time sheets. This requires the City to print, pay for, and produce tens of thousands of avoidable paper pages each month. Hundred of hours are wasted each pay period because sheets require manually entry.

Eliminating paper paychecks, or even just reducing the number of unnecessary printed stubs issued to employees who receive their pay electronically, could significantly improve efficiency and minimize the environmental impact of the City’s payroll process. Moving to a fully electronic timekeeping process, instead of the mixed paper and electronic process used in many agencies, could add to these benefits in the long term and increase efficiency of all staff.

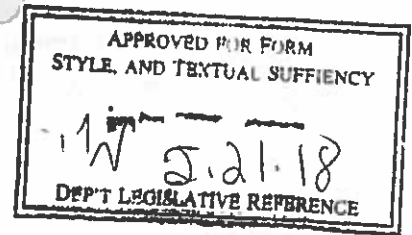
As the City seeks to cut unnecessary expenses and reduce its impact on the environment in line with long-term sustainability goals, these are changes that should be seriously considered. In order to ensure that the City has the safest, most effective, most fairly priced payroll system, the City should bid out its payroll services contract during the fiscal 2020 payroll contract negotiation. The new payroll contract should commit to reducing overall cost and waste, ensuring safety, and improving government efficiency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BALTIMORE, That the Council calls on the Department of Finance and the Department of Human Resources to ensure that fiscal 2019 payroll negotiations emphasize security, efficiency, and waste reduction – including a process for electronic time keeping and an opt-in feature for paper paycheck advices – and to issue an RFP for competitive bids for Baltimore City’s payroll in anticipation of 2020 payroll contract negotiations.

AND BE IT FURTHER RESOLVED, That a copy of this Resolution be sent to the Mayor, the Director of Finance, the Director of Human Resources, and the Mayor’s Legislative Liaison to the City Council.

EXPLANATION: Underlining indicates matter added by amendment.
~~Strike-out~~ indicates matter deleted by amendment.

INTRODUCTORY*
CITY OF BALTIMORE
COUNCIL BILL ____R
(Resolution)



Introduced by: Councilmember Cohen

A RESOLUTION ENTITLED

A COUNCIL RESOLUTION concerning

Moving Baltimore City To Paperless Paychecks

FOR the purpose of calling on the Department of Finance, and the Department of Human Resources, to ensure that fiscal 2019 payroll negotiations emphasize security, efficiency, and waste reduction – including a process for electronic time keeping and an opt-in feature for paper paycheck advices – and to issue an RFP for competitive bids for Baltimore City’s payroll in anticipation of 2020 payroll contract negotiations.

Recitals

Currently, Baltimore City provides a paper paycheck advice to each employee even those with direct deposit with no option to cease receiving paper pay advices. Furthermore, the current payroll system demands submission of paper time sheets. This requires the City to print, pay for, and produce tens of thousands of avoidable paper pages each month. Hundred of hours are wasted each pay period because sheets require manually entry.

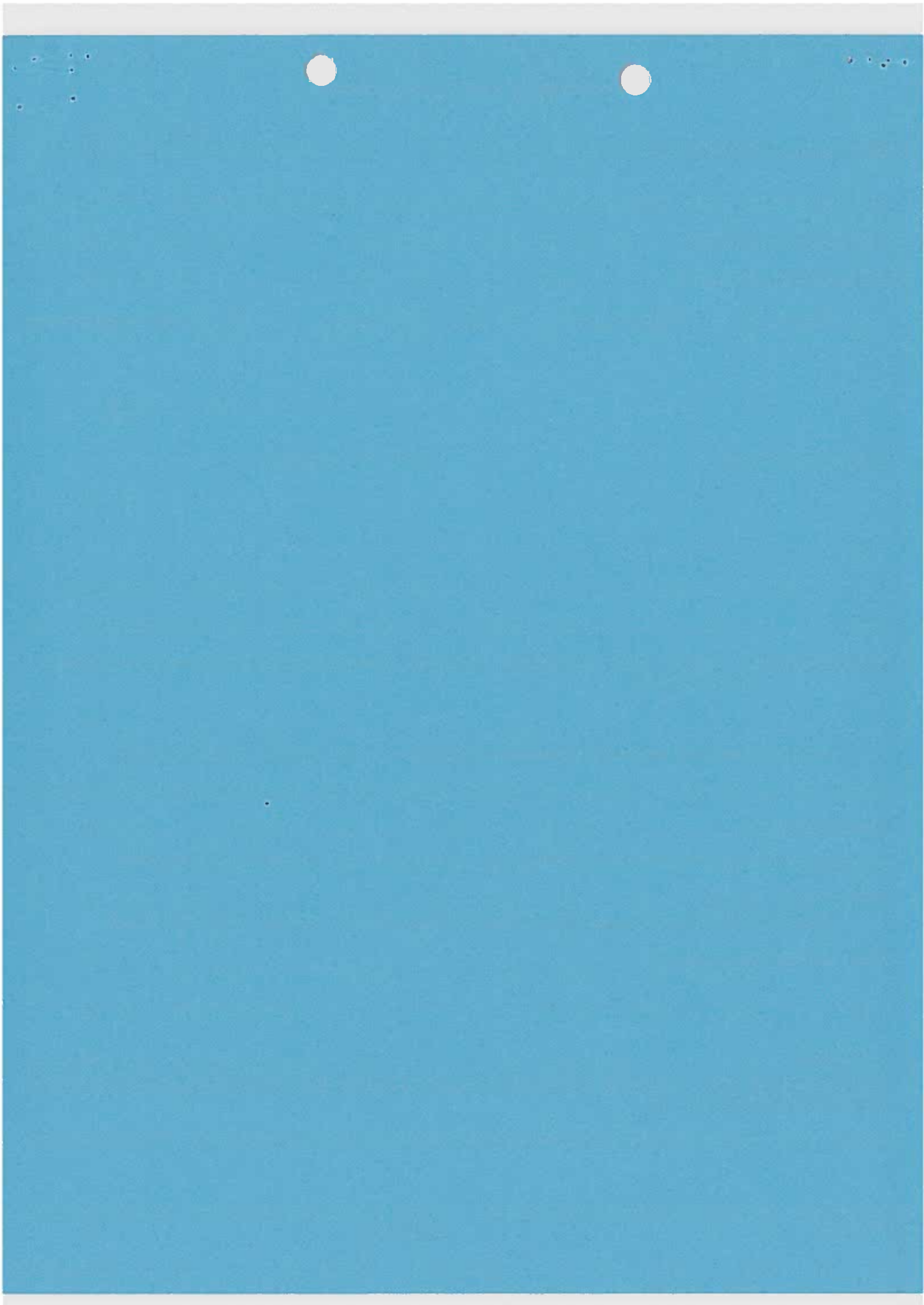
Eliminating paper paychecks, or even just reducing the number of unnecessary printed stubs issued to employees who receive their pay electronically, could significantly improve efficiency and minimize the environmental impact of the City’s payroll process. Moving to a fully electronic timekeeping process, instead of the mixed paper and electronic process used in many agencies, could add to these benefits in the long term and increase efficiency of all staff.

As the City seeks to cut unnecessary expenses and reduce its impact on the environment in line with long-term sustainability goals, these are changes that should be seriously considered. In order to ensure that the City has the safest, most effective, most fairly priced payroll system, the City should bid out its payroll services contract during the fiscal 2020 payroll contract negotiation. The new payroll contract should commit to reducing overall cost and waste, ensuring safety, and improving government efficiency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BALTIMORE, That the Council calls on the Department of Finance, and the Department of Human Resources, to ensure that fiscal 2019 payroll negotiations emphasize security, efficiency, and waste reduction – including a process for electronic time keeping and an opt-in feature for paper paycheck advices – and to issue an RFP for competitive bids for Baltimore City’s payroll in anticipation of 2020 payroll contract negotiations.

* WARNING: THIS IS AN UNOFFICIAL, INTRODUCTORY COPY OF THE BILL.
THE OFFICIAL COPY CONSIDERED BY THE CITY COUNCIL IS THE FIRST READER COPY.

AND BE IT FURTHER RESOLVED, That a copy of this Resolution be sent to the Mayor, the Director of Finance, the Director of Human Resources, and the Mayor's Legislative Liaison to the City Council.



ACTION BY THE CITY COUNCIL

FEB 26 2018
20

FIRST READING (INTRODUCTION) _____ 20 _____

PUBLIC HEARING HELD ON _____ 20 _____

COMMITTEE REPORT AS OF _____ 20 _____

_____ FAVORABLE _____ UNFAVORABLE _____ FAVORABLE AS AMENDED _____ WITHOUT RECOMMENDATION

Chair

COMMITTEE MEMBERS:

COMMITTEE MEMBERS:

SECOND READING: The Council's action being favorable (unfavorable), this City Council bill was (was not) ordered printed for Third Reading on:

_____ 20 _____

_____ Amendments were read and adopted (defeated) as indicated on the copy attached to this blue backing.

THIRD READING _____ 20 _____

_____ Amendments were read and adopted (defeated) as indicated on the copy attached to this blue backing.

THIRD READING (ENROLLED) _____ 20 _____

_____ Amendments were read and adopted (defeated) as indicated on the copy attached to this blue backing.

THIRD READING (RE-ENROLLED) _____ 20 _____

WITHDRAWAL _____ 20 _____

There being no objections to the request for withdrawal, it was so ordered that this City Council Ordinance be withdrawn from the files of the City Council.

President

Chief Clerk

**CITY OF BALTIMORE
COUNCIL BILL 18-0068R
(Resolution)**

Introduced by: Councilmembers Cohen, Dorsey, Scott, Bullock, Henry, Pinkett, Burnett, Clarke,
Reisinger, Stokes, Middleton, President Young, Councilmembers Sneed, Schleifer
Introduced and adopted: February 26, 2018

A COUNCIL RESOLUTION CONCERNING

Moving Baltimore City To Paperless Paychecks

FOR the purpose of calling on the Department of Finance and the Department of Human Resources to ensure that fiscal 2019 payroll negotiations emphasize security, efficiency, and waste reduction – including a process for electronic time keeping and an opt-in feature for paper paycheck advices – and to issue an RFP for competitive bids for Baltimore City’s payroll in anticipation of 2020 payroll contract negotiations.

Recitals

Currently, Baltimore City provides a paper paycheck advice to each employee, even those with direct deposit with no option to cease receiving paper pay advices. Furthermore, the current payroll system demands submission of paper time sheets. This requires the City to print, pay for, and produce tens of thousands of avoidable paper pages each month. Hundred of hours are wasted each pay period because sheets require manually entry.

Eliminating paper paychecks, or even just reducing the number of unnecessary printed stubs issued to employees who receive their pay electronically, could significantly improve efficiency and minimize the environmental impact of the City’s payroll process. Moving to a fully electronic timekeeping process, instead of the mixed paper and electronic process used in many agencies, could add to these benefits in the long term and increase efficiency of all staff.

As the City seeks to cut unnecessary expenses and reduce its impact on the environment in line with long-term sustainability goals, these are changes that should be seriously considered. In order to ensure that the City has the safest, most effective, most fairly priced payroll system, the City should bid out its payroll services contract during the fiscal 2020 payroll contract negotiation. The new payroll contract should commit to reducing overall cost and waste, ensuring safety, and improving government efficiency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BALTIMORE, That the Council calls on the Department of Finance and the Department of Human Resources to ensure that fiscal 2019 payroll negotiations emphasize security, efficiency, and waste reduction – including a process for electronic time keeping and an opt-in feature for paper paycheck advices – and to issue an RFP for competitive bids for Baltimore City’s payroll in anticipation of 2020 payroll contract negotiations.

AND BE IT FURTHER RESOLVED, That a copy of this Resolution be sent to the Mayor, the Director of Finance, the Director of Human Resources, and the Mayor’s Legislative Liaison to the City Council.

EXPLANATION: Underlining indicates matter added by amendment.
~~Strike out~~ indicates matter deleted by amendment.

INTRODUCTORY*

CITY OF BALTIMORE
COUNCIL BILL _____ R
(Resolution)

18-0068A

Introduced by: Councilmember Cohen

A RESOLUTION ENTITLED

IA

A COUNCIL RESOLUTION concerning

Moving Baltimore City To Paperless Paychecks

FOR the purpose of calling on the Department of Finance, and the Department of Human Resources, to ensure that fiscal 2019 payroll negotiations emphasize security, efficiency, and waste reduction – including a process for electronic time keeping and an opt-in feature for paper paycheck advices – and to issue an RFP for competitive bids for Baltimore City’s payroll in anticipation of 2020 payroll contract negotiations.

Recitals

Currently, Baltimore City provides a paper paycheck advice to each employee even those with direct deposit with no option to cease receiving paper pay advices. Furthermore, the current payroll system demands submission of paper time sheets. This requires the City to print, pay for, and produce tens of thousands of avoidable paper pages each month. Hundred of hours are wasted each pay period because sheets require manually entry.

Eliminating paper paychecks, or even just reducing the number of unnecessary printed stubs issued to employees who receive their pay electronically, could significantly improve efficiency and minimize the environmental impact of the City’s payroll process. Moving to a fully electronic timekeeping process, instead of the mixed paper and electronic process used in many agencies, could add to these benefits in the long term and increase efficiency of all staff.

As the City seeks to cut unnecessary expenses and reduce its impact on the environment in line with long-term sustainability goals, these are changes that should be seriously considered. In order to ensure that the City has the safest, most effective, most fairly priced payroll system, the City should bid out its payroll services contract during the fiscal 2020 payroll contract negotiation. The new payroll contract should commit to reducing overall cost and waste, ensuring safety, and improving government efficiency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BALTIMORE, That the Council calls on the Department of Finance, and the Department of Human Resources, to ensure that fiscal 2019 payroll negotiations emphasize security, efficiency, and waste reduction – including a process for electronic time keeping and an opt-in feature for paper paycheck advices

THE OFFICIAL COPY OF THIS ORDER OF THE CITY COUNCIL IS THE ORIGINAL COPY OF THE RESOLUTION AS APPROVED BY THE CITY COUNCIL.

– and to issue an RFP for competitive bids for Baltimore City’s payroll in anticipation of 2020 payroll contract negotiations.

AND BE IT FURTHER RESOLVED, That a copy of this Resolution be sent to the Mayor, the Director of Finance, the Director of Human Resources, and the Mayor’s Legislative Liaison to the City Council.

