

**Keri O'Brien**

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**From:** Samuel Kaufman  
**Sent:** Thursday, May 29, 2025 2:12 PM  
**To:** Keri O'Brien  
**Subject:** HR Discussion Item Request

Ms. O'Brien:

Please add the Discussion Item: CITY HR REPORTING PRACTICES.

### Purpose for this item:

Discussing the reporting system from the City's HR Department, providing commissioners with structured updates on employee hires, terminations, resignations, promotions, vacancy status, and workforce trends. This includes resignation letters, exit interview summaries, turnover analysis, disciplinary actions, grievance filings, and other oversight measures to improve transparency and accountability in city staffing ensuring commissioners receive timely and comprehensive updates on employee status, hiring trends, turnover rates, and departmental staffing changes.

Thank you,

Sam Kaufman

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