



**TO:** Mayor Thomas R. Kneeland  
Director of Finance  
Members of City Council  
City Attorney  
Clerk of Council

**FROM:** Miranda Vollmer, Director of Human Resources

**DATE:** July 22, 2019

**SUBJECT:** Report to Council

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### **ACTION ITEMS FROM THE DIRECTOR OF HUMAN RESOURCES**

#### **ACTION ITEM #1 – Ordinance – City-wide drug testing contract**

The Department of Human Resources respectfully requests authorization for the Mayor to execute all documents and agreements with vendors for the administration of the City's substance abuse and drug testing policies that is properly appropriated on an annual basis. This includes pre-employment drug screens, compliance with DOT regulations for CDL holders, compliance with citywide drug free workplace, reasonable suspicion drug/alcohol screens, and administration of random drug screening programs.

#### Requested Legislation and Funding

- Legislation Needed: Ordinance
- Emergency/Waiver: Both
- Name & Address:
- Already Appropriated (Amounts & Accounts Names/Titles): Employee Screenings, 10105000.5211

### **UPDATES**

None.