

# City of Seattle



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## Director Seattle Department of Human Resources

Confirmation Packet  
May 16, 2019

Robert Humes



**City of Seattle**  
Mayor Jenny A. Durkan

May 16, 2019

The Honorable Bruce A. Harrell  
President, Seattle City Council  
Seattle City Hall, 2<sup>nd</sup> Floor  
Seattle, WA 98104

Dear Council President Harrell:

I am pleased to transmit to the City Council the following confirmation packet for my appointment of Robert "Bobby" Humes as Director of the Seattle Department of Human Resources (SDHR).

The materials in this packet are divided into two sections:

**A. Robert Humes**

This section contains Mr. Humes' appointment and oath of office forms, his resume, and the press release announcing his appointment.

**B. Background Check**

This section contains the report on Mr. Humes' background check.

Bobby Humes has been serving as Interim Director of the Seattle Department of Human Resources since February 2019. Prior to that role, he was the Director of Human Resources of our Department of Parks and Recreation and of the Kent School District, where he worked to promote equity into the District's recruiting and hiring practices and developed internal programs to create a safe and welcoming workplace. Bobby is a proud veteran of the United State Army.

Bobby has proven himself to be a dedicated public servant with a commitment to and passion for advancing race and social justice, and delivering critical services for our City employees. He is dedicated to creating a workplace where our City employees can feel safe and comfortable and can thrive and embrace opportunities for advancement. I am confident that Bobby will help SDHR, and our entire City, build a workforce of the future that attracts and retains the best and brightest talent, and focuses on advancing racial equity and social justice in everything we do. I urge you to confirm him as the next Director of SDHR.

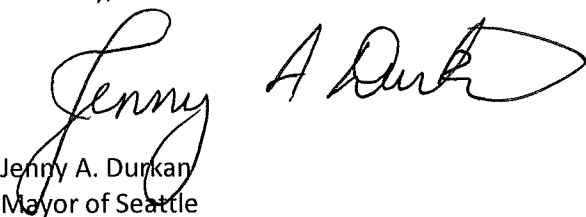
The process used to identify and recommend candidates for my consideration included an open search of potential applicants for the position. This was informed by Mayor's Office staff meetings and my own meetings with City employees over the last several months, attending meetings with City labor leaders, seeing the work of Interim Director Humes, and evaluating the needs of the Department in today's Seattle.

Outreach was conducted with a diverse set of relevant stakeholders to understand input on ideal candidate qualifications. Stakeholders included City staff and labor leaders. Additionally, we obtained feedback from stakeholders to get their input into the recruitment process and feedback on candidate qualifications.

The selection of Bobby as the final candidate was also informed by his commitment to racial equity and social justice, his human-centered approach to addressing issues, and his extensive knowledge and experience in the field of human resources.

If you have any questions about the attached materials or need additional information, please contact Deputy Mayor David Moseley at 206-684-3790, or via e-mail, at [david.moseley@seattle.gov](mailto:david.moseley@seattle.gov).

Sincerely,



Jenny A. Durkan  
Mayor of Seattle

# **SECTION**

**A**



**City of Seattle**  
Mayor Jenny A. Durkan

May 13, 2019

Robert Humes  
Seattle, WA  
Transmitted via e-mail

Dear Bobby,

It gives me great pleasure to appoint you to the position of Director of the Seattle Department of Human Resources at an annual salary of \$199,000.00.

Your appointment as Director is subject to City Council confirmation; therefore, you will need to attend the Council's confirmation hearings. Once confirmed by the City Council, your term will be through June 1, 2023.

Your contingent offer letter provided employment information related to the terms of your employment, benefits, vacation, holiday and sick leave.

I look forward to working with you in your role as Director and wish you success. We have much work ahead of us, and I am confident that the Seattle Department of Human Resources will thrive under your leadership.

Sincerely,

A handwritten signature in black ink that reads "Jenny A. Durkan".

Jenny A. Durkan  
Mayor of Seattle

cc: Seattle Department of Human Resources file



# City of Seattle Department Head Notice of Appointment

<b>Appointee Name:</b> <i>Robert "Bobby" Humes</i>		
<b>City Department Name:</b> <i>Seattle Department of Human Resources</i>		<b>Position Title:</b> <i>Director</i>
<input checked="" type="checkbox"/> <b>Appointment</b> <i>OR</i> <input type="checkbox"/> <b>Reappointment</b>		<b>Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Appointing Authority:</b> <input type="checkbox"/> Council <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Specify appointing authority</i>		<b>Term of Office:</b> <i>City Council Confirmation to June 1, 2023</i>
<b>Legislated Authority:</b> <i>Seattle City Charter Article XVI</i>		
<b>Background:</b> Bobby Humes has been serving as Interim Director of the Seattle Department of Human Resources since February 2019. Prior to that role, he was the Director of Human Resources of our Department of Parks and Recreation and of the Kent School District, where he worked to promote equity into the District's recruiting and hiring practices and developed internal programs to create a safe and welcoming workplace. Bobby is a proud veteran of the United State Army.  Bobby has proven himself to be a dedicated public servant with a commitment to and passion for advancing race and social justice, and delivering critical services for our City employees. He is dedicated to creating a workplace where our City employees can feel safe and comfortable and can thrive and embrace opportunities for advancement. I am confident that Bobby will help SDHR, and our entire City, build a workforce of the future that attracts and retains the best and brightest talent, and focuses on advancing racial equity and social justice in everything we do.		
<b>Date of Appointment:</b> <i>5/16/2019</i>	<b>Authorizing Signature (original signature):</b> 	<b>Appointing Signatory:</b> <i>Jenny A. Durkan</i> <i>Mayor</i>



**CITY OF SEATTLE - STATE OF WASHINGTON  
OATH OF OFFICE**

**STATE OF WASHINGTON**

**COUNTY OF KING**

**I, Robert Humes, swear or affirm that I possess all the qualifications prescribed in the Seattle City Charter and the Seattle Municipal Code for the position of Director of the Seattle Department of Human Resources; that I will support the Constitution of the United States, the Constitution of the State of Washington, and the Charter and Ordinances of the City of Seattle; and that I will faithfully conduct myself as *Director of the Seattle Department of Human Resources*.**

\_\_\_\_\_  
**Robert Humes**

**Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 2019**

(affix seal)

\_\_\_\_\_  
**Monica Martinez Simmons, City Clerk**

**Robert "Bobby" Humes, MSHR**



[Bobbyh.humes@seattle.gov](mailto:Bobbyh.humes@seattle.gov)

<http://www.linkedin.com/in/roberthumeshrmanager>

**PROFILE**

Experienced HR leader and strategist with the ability to recognize the strengths of others and stimulate professional growth and team excellence. Skilled at defining and motivating teams and stakeholders towards making HR policy, systems and processes superb through continuous improvement and shared governance. Contagiously enthusiastic about organization mission and culture. Expert facilitator and verbal and written communicator. Enjoys creating alternative ways to proceed in problem solving. Quickly identifies relevant patterns and issues and moves forward with realistic action steps. Familiar with Lean process improvements and project management. Craves business knowledge; works diligently to become a source of business and HR best practice. Organized with complimentary flexibility. Keen ability to think through how resources can be arranged for maximum productivity and accountability. Proud US Army Combat Veteran honorably discharged.

**Core Competencies:**

Workforce Equity & Race and Social Justice  
HR Strategy Development & Implementation  
Enterprise HR Systems Implementation  
Employee Training and Development

Leadership Coaching and Development  
Federal, State, & Local Employment Law  
Employee & Labor Relations  
Organizational Communication

**EXPERIENCE**

City of Seattle  
Seattle, Washington

(May 2018 – Present)

Interim Director | Seattle Department of Human Resources

Creates the necessary focus and shared purpose to develop and implement the expected outcomes of the Mayor's Executive Order regarding anti-harassment and anti-discrimination. Works to align the current departmental budget towards the priorities necessary to achieve the Mayor's city-wide HR objectives. Fosters a winning team culture focused on the project-based work required to support the city's workforce. Partners and develops policy and practices with communities of HR leaders across the city to establish a shared HR philosophy which drives the OneHR concept. Promotes a flatter, more engaged organizational culture which allows trust and teamwork to thrive.

Actively seeks opportunity to address racial and gender disparities in current HR and business practices. Partners effectively with the Mayor's Office policy team, Law Department, City Council Liaisons and Department heads to understand the Mayor's vision and establish paths forward which impact labor negotiations, workforce equity, enterprise-wide HR information systems procurement, identification and alignment, and HR investigations. Works to create sustainable program and project focus which will support the long-term incumbent once identified.

Human Resources Division Director | Seattle Parks and Recreation

Partners closely with SPR and Seattle Human Resources (SHR) Leadership teams to identify, support and/or deliver Human Resources support and services. Identifies and resolves key business issues. Partners with department leaders and SDHR to develop solutions and manage implementation to achieve meaningful business impacts and improved workplace culture. Establishes high functioning relationships across levels of the organization to build relationships, improving communications, understanding business challenges, and enhancing credibility. Delivers value-added HR service through constant process alignment and improvement.

Grows capabilities of existing HR team in areas such as labor relations, employee relations, safety, recruiting and employee development. Identifies and eliminates barriers to equity as it applies to recruitment, development and day to day operations. Collaborates in the developing department wide strategies and programs with an equity lens to support the recruiting, growth and development of staff at all organizational levels. Acts as an internal consultant for complex, high profile organizational issues with executive teams, requiring a high level of technical skills in consulting, coaching and facilitation. Establishes a network across the city to understand and leverage existing resources on issues the department faces.



Robert "Bobby" Humes  
Bobby.humes@seattle.gov

Director of Human Resources | Kent School District  
Kent, Washington

(July 2016 – May 2018)

Served as a member of the HR Leadership team assisting the Chief Human Resources Officer in achieving district objectives and carrying out policies established by the Superintendent and Board of Directors in "Successfully Preparing All Students for Their Futures". Provided leadership coaching and support to school leadership teams across 43 sites around the District.

Lead and participated in collective bargaining agreement negotiation and administration. Developed resolution of classified and certificated contract grievances and staff complaints; assigned and conducted high profile employee investigations. Coordinated the functions of Human Resources with other departments of the district as necessary. Monitored workplace equity, and ADA programs to ensure compliance with board-adopted policies and federal and state laws and regulations. Developed and presented in-service programs for leadership teams in the areas of contract management, harassment, and other human capital related areas.

Reviewed HR compensation staff work products to ensure compliance with established standards, requirements and procedures; took the necessary steps to ensure smooth and timely service to all employees and to prospective employees; demonstrated growth mindset, initiative, follow through and detailed orientation to task completion. Developed and implemented long and short-term plans and activities. Served as a member of the District leadership team; serves on committees as appropriate or as assigned.

Lead the Substitute Services team in recruiting, developing, and supporting substitute teachers, paraeducators, and administrative professionals. Developed, implemented, evaluated, and adjusted a comprehensive reclassification system for classified personnel that ensures equity and compliance with the district-adopted staffing model and approved budget.

Assistant Director, Human Resources | Kent School District  
Kent, Washington

(Nov 2014 – July 2016)

Assisted the Chief Human Resources Officer in achieving district objectives and carrying out policies established by the Superintendent and Board of Directors in Successfully Preparing All Students for Their Futures. Interpreted collective bargaining agreements, memoranda of understanding, and district policies and procedures for the leadership team. Assisted in the development, implementation, evaluation, and adjustment of a comprehensive reclassification system for classified personnel that ensures equity and compliance with the district-adopted staffing model and approved budget.

Recommended resolution of contract grievances and staff complaints; conducts investigations as assigned. Coordinated the functions of Human Resources with other departments of the district as necessary. Compiled and submitted state and federal reports as required. Assisted in the implementation and monitoring of the affirmative action, ADA/504, and Title IX programs for staff to ensure compliance with board-adopted policies and federal and state laws and regulations. Assisted with the development and presentation of in-service programs for the leadership team in the area of contract management, sexual harassment, and other personnel related areas.

Spent significant time in direct and personal consultation with district administrators to provide the full range of personnel needs. Provided counseling for employees as needed. Reviewed work to assure compliance with established standards, requirements and procedures; takes the necessary steps to ensure smooth and timely service to all employees and to prospective employees; demonstrates growth mindset, initiative, follow through and detailed orientation to task completion. Developed and implemented long and short-term plans and activities. Serves as a member of the leadership team; served on committees as appropriate or as assigned.

Robert "Bobby" Humes  
Bobby.humes@seattle.gov

Talent Acquisition & Retention Manager | Washington State Department of Revenue  
Tumwater, Washington

(Apr 2014 – Nov 2014)

Developed and implemented creative and strategic marketing programs in order to build a long-term, statewide reputation as an "employer of choice," allowing the Department to successfully compete in local, state and national job markets. Served as lead on an agency wide Lean recruitment project; significantly impacting the service and delivery of recruitment services to hiring managers. Responsible for designing, implementing and coordinating innovative, effective hiring, recruitment, and retention events maximized the quality and diversity of the agency's workforce. Managed staffing and retention processes and programs to ensure compliance with federal, state and local equal employment opportunity laws.

Coached team on methods to implement recruitment strategies and identify sourcing channels. Utilized performance-based hiring methodologies. Served on agency and statewide committees relative to diversity, recruitment and retention. Provided expert level training and guidance to hiring supervisors and managers. Communicated plans and programs, their underlying principles, assumptions, and elements and plans for achievement. Partnered with division and senior level human resource consultants to develop staffing strategies and recruitment and retention plans. Reviewed selection, testing and other related employment systems as needed for continuous improvement and legal compliance. Produced recruitment and retention data and analysis reports.

Statewide Planning & Strategy Specialist | State HR Division, Office of Financial Management  
Olympia, WA

(Jan 2013 – April 2014)

Designated statewide expert in veteran recruitment and retention and the use of social media tools for talent management. Provided consultation to HR teams across the enterprise related to attracting and maintaining a diverse workforce while building strategies to remove barriers to employment and advancement. Managed three statewide recruitment strategies targeted at increasing the representation of Veterans within state agencies in support of the Governor's Executive Order 13-01. Provided advice and options to all state agency recruitment and diversity staffing regarding diversity and inclusion goal setting and planning. Evaluated data and other information to determine key issues and developing practices.

Represented the agency in communicating with key stakeholders such as agency HR experts and managers, senior agency leaders, OFM and Governor's Office policy staff, and external leaders in other jurisdictions, non-profit organizations, and private industries. Convened and facilitated meetings among key partners to evaluate enterprise issues. Developed and presented policies, strategies, and resource recommendations on enterprise wide workforce issues to senior leaders in OFM, the Governor's Office, and state agencies. Developed action plans and organized resources to implement enterprise wide workforce strategies. Convened and worked with internal and external business partners to implement strategies. Developed and monitored performance metrics to evaluate and modify enterprise wide strategies.

**EDUCATION** Brandman (Chapman) University, Master of Science, Human Resources



**City of Seattle**

Mayor Jenny A. Durkan

**NEWS RELEASE FROM THE OFFICE OF THE MAYOR**

Contact: Mark Prentice, [Mark.Prentice@seattle.gov](mailto:Mark.Prentice@seattle.gov)

**Mayor Jenny Durkan Nominates Bobby Humes to Serve as Permanent Director of the Seattle Department of Human Resources**

**Seattle** (May 16, 2019) – Mayor Jenny A. Durkan announced today she will nominate Bobby Humes to serve as the permanent Director of the Seattle Department of Human Resources (SDHR). Humes has served as the Interim Director of SDHR since February 2019, and is an experienced specialist in workforce development, labor relations, and diversity and inclusion practices.

“Bobby has proven himself to be a dedicated public servant with a commitment to and passion for advancing race and social justice, and delivering critical services for our City employees,” said Mayor Durkan. “He is dedicated to creating a workplace where our City employees can feel safe and comfortable, and can thrive and embrace opportunities for advancement. I am confident that Bobby will help SDHR, and our entire City, build a workforce of the future that attracts and retains the best and brightest talent, and focuses on advancing racial equity and social justice in everything we do.”

“I am humbled and honored to accept the role of Director for the City of Seattle’s Human Resources Department. I look forward to working collaboratively with human resource leaders and professionals throughout greater Seattle to create inclusive environments for our employees and to ensure the City is an employer of choice in our region,” said Humes.

Humes’s nomination followed a search process that sought feedback from an internal search committee composed of City of Seattle staff, labor representatives, City Council staff, and outreach to SDHR team members.

Prior to taking on the role of Interim Director of SDHR, Humes was the Director of Human Resources at the Seattle Department of Parks and Recreation. He previously served as the Director of Human Resources at the Kent School District, where he supported the HR needs of over 4,000 employees at 43 sites across three cities in South King County. While at the Kent School District, Humes worked to ensure equity was a key part of the District’s recruiting and hiring practices, and developed internal programs to create a safe and welcoming workplace. He is also a proud veteran of the United States Army.

###

# **SECTION**

## **B**



# City of Seattle

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## Seattle Department of Human Resources

Bobby Humes, Acting Director

**May 9, 2019**

**TO:** Adam Schaefer, City Budget Office

**FROM:** Annie Nguyen, Seattle Department of Human Resources

**SUBJECT:** Background Check for Robert Du'vall Humes

The Seattle Department of Human Resources has received a copy of **Robert Du'vall Humes's** background check run by Global Screening Solutions. There were no finds that would impact his employment eligibility.

Cc: Personnel File

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Seattle Department of Human Resources

Seattle Municipal Tower, 700 5<sup>th</sup> Avenue Suite 5500, PO Box 34028, Seattle, WA 98124-4028  
(206) 684-7999 • TTY:7-1-1 Fax: (206) 684-4157 • Employment Website: [www.seattle.gov/jobs](http://www.seattle.gov/jobs)

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