

Seattle Department of Human Resources (SDHR) Department Overview

Kimberly Loving, SDHR Director

Nana Mendez, HR Service Delivery Director

Amanda Grumbach, Shared Administrative Services Director

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Agenda

- Department Overview and Federated HR Model
- SDHR Divisions and Business Units
- What's Ahead in 2024
 - Labor contracts, legislation
 - Workday
 - Classification Program Study



Who We Are

Seattle Department of Human Resources is committed to building trusting relationships with our customers and partners. Our work embodies HR best practices, delivered with competence, professionalism, empathy, and equity.



What is a decentralized model ?

- There are 44 City departments/Offices/Commissions
- All departments pay for partial SDHR services (e.g. LR, HRIU, Classification/Compensation) and manage HR internally
- 20 departments pay for and receive full support from SDHR

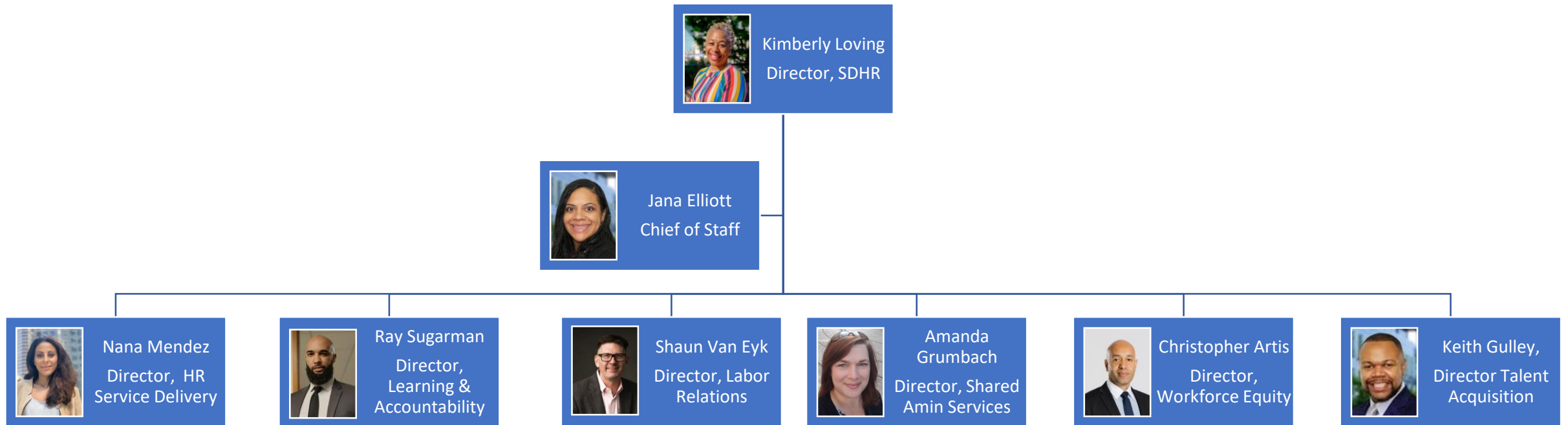
What We Do

- Federated (decentralized) HR model
 - SDHR provides a full scope of HR services to 20 supported departments
 - Establish Citywide Personnel Rules and Labor policy
 - Manage some Citywide programs like labor relations, recruitment compliance, various employee benefits
 - Offer select services and consultation within our subject-matter expertise to City departments and the HR community, in partnership with the labor unions and executive departments

Supported Departments

- Mayor's Office
- Seattle Department of Human Resources
- Department of Education and Early Learning
- Ethics and Elections
- Office of Economic Development
- Office of Immigrant & Refugee Affairs
- Office of Sustainability & the Environment
- Civil Service Commission
- Department of Neighborhoods
- Office of Housing
- Office of Labor Standards
- Office of the Employee Ombud
- Office of Planning & Community Development
- Community Police Commission
- Office of Emergency Management
- Office of Intergovernmental Relations
- Office of Economic and Revenue Forecasts
- City Budget Office
- Office of Arts and Culture
- Office for Civil Rights

SDHR Executive Team





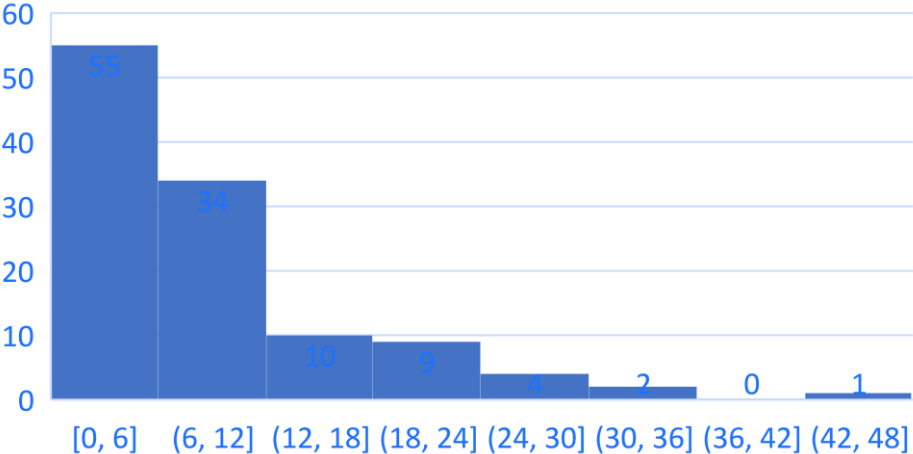
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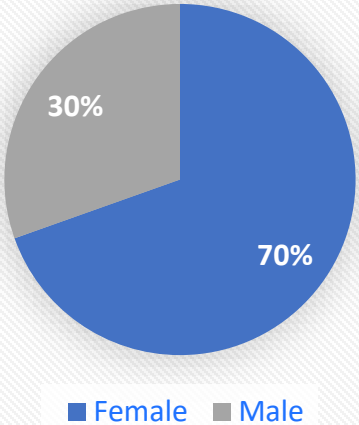
SDHR Budget

	2024 Budget	
Organization (\$ millions)	FTE	\$ Amount
Director's Office	3.0	0.6
Shared Administrative Services	46.0	7.3
Talent Acquisition & Workforce Development	21.5	3.9
Labor Relations	10.5	1.9
Business Operations & Finance	10.5	1.7
Learning & Development	5.0	1.6
HR Service Delivery	10.0	1.4
HR Investigations	6.0	1.0
Workforce Equity	3.5	0.7
Central Costs & Pooled Benefits	0.0	6.1
Grand Total	116.0	26.2

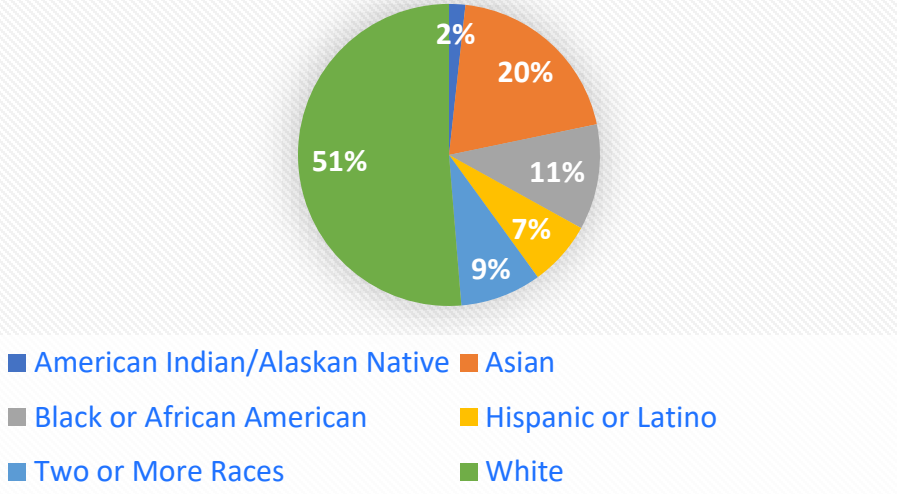
SHR Employee Years of Service



SDHR Gender



SDHR Race/Ethnicity



SDHR Divisions and Business Units

Employee partnership, equity, experience, community



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Business Operations

Chief of Staff: Jana Elliott

- Communications
- Emergency Management
- Finance
- Policy and Legislation
- Public Disclosure



Labor Relations

Division Director: Shaun Van Eyk

- Responsible for bargaining, interpreting, and enforcing collective bargaining agreements with labor unions that represent City employees in all branches of City government.
- Provide direct support and guidance to City departments on all matters related to wages, hours, and working conditions of represented employees.
- Responsible for developing and advising labor relations strategy for the City as a whole.

Talent Acquisition and Workforce Development

Citywide Director Talent Acquisition: Keith Gulley

- Oversees full-cycle of recruitments for 20 supported departments
- Citywide Executive Recruitment
- Citywide Job Compliance
- Citywide Temporary Employee Service Program
- Citywide Supported Employment program
- Responsible for creating a behavioral hiring model for the city: Talent, Experience, and Alignment
- **Workforce Development Unit**
- Fire & Police Exams Unit
- Citywide Internship program
- Citywide Flash Mentorship program



Human Resources Investigations Unit and Learning and Development

Division Director: Ray Sugarman

Human Resources Investigations

- Investigates alleged violations of Personnel Rule 1.1 regarding harassment, discrimination, retaliation, and workplace misconduct on behalf of all City departments.

Learning & Development

- Designs, delivers, and consults on Citywide training and professional development courses on leadership and HR-related topics, including New Employee Orientation, Emerging Leaders, and Anti-Harassment & Anti-Discrimination.



Shared Administrative Services

Division Director: Amanda Grumbach

Provides operational expertise in a wide range of HR operations functions spanning 7 business lines:

- Benefits
- Compensation and Classification
- Deferred Compensation
- City Leave Programs
- Safety
- Workers' Compensation
- Workforce Analytics & Reporting



Service Delivery

Division Director: Nana Mendez

- Oversees HR operations and strategy for 20 supported departments
- Citywide E3 performance management program

Workforce Equity

Division Director: Christopher Artis

- Under Executive Order 2015-02, SDHR and OCR partnered to create Workforce Equity Strategic Plan. WFE oversees this plan.
- Also oversees:
 - Equal Employment Opportunity/Affirmative Action Compliance
 - Language Premium Program
 - Citywide WFE advisement, consultation, and reporting

What's Ahead in 2024

- Coalition of City Unions Tentative Agreements
- Workday Implementation
- Classification Program Study



Thank you!

Employee partnership, equity, experience, community



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