



# CITY OF ORLANDO

## City Operations Committee

**November 5, 2018, 9:45 AM**  
Veterans Conference Room

**MINUTES**

### **Members Present**

Chief Administrative Officer Byron Brooks  
Deputy Chief Administrative Officer Deborah Girard  
Deputy Chief Administrative Officer Kevin Edmonds  
Chief Assistant City Attorney Roy Payne for Mayanne Downs, City Attorney  
City Clerk Denise Aldridge  
Families, Parks & Recreation Director Lisa Early  
Chief Financial Officer Christopher McCullion  
Fire Chief Roderick Williams  
Orlando Venues Special Project Manager Craig Borkon for Allen Johnson, Orlando Venues Director  
Transportation Director Billy Hattaway  
Economic Development Director Brooke Bonnett  
Police Chief Orlando Rolon  
Deputy Public Works Director Jim Hunt for Public Works Director Richard Howard  
Chief of Staff William Billingsley  
Housing Director Oren Henry

### **Attending**

Brian Battles	Michele Brennan	Chris Castro
Thomas Chatmon	Elizabeth Davidson	Heather Fagan
Marcia Hope-Goodwin	Cassandra Lafser	Melanie McCallum
Michelle McCrimmon	George McGowan	Laurie Nossair
Ana Palenzuela	Giorgina Pinedo	Lisa Portelli
Doug Richards	Kyle Shephard	Gwendolyn Wiggins

Chairman Byron Brooks called the meeting to order at 10:03 a.m.

Chairman Brooks asked if there were any members of the public present who wished to comment and no members of the public were present for comment.

Human Resources Director Ana Palenzuela presented proposed revisions to Policy and Procedure 808.26 – Harassment – for consideration:

- (1) Policy and Procedure 808.26 - Harassment - which clarifies that harassment is prohibited whether committed on or off duty if it impacts the work environment; clarifies

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that abusive or disrespectful conduct in the workplace that demeans another is prohibited; clarifies alternative reporting for violations; strengthens the prohibition on retaliation protecting employees who file complaints, testify, cooperate or participate in investigations; and clarifies the duty of managers and supervisors to report violations and appropriately investigate them or refer them for investigation.

It was moved by Deborah Girard, and seconded by Billy Hattaway, to approve the revisions to Policy and Procedure 808.26 – Harassment, and the motion passed unanimously.

Meeting was adjourned at 10:04 a.m.

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City Clerk Denise Aldridge, Recording Secretary