

AN ORDINANCE OF THE CITY OF OSAGE BEACH, MISSOURI, AMENDING THE OSAGE BEACH CODE OF ORDINANCES BY CREATING A DEFINITION OF HUMAN RESOURCES FILE AND CREATING A NEW SECTION AFFIRMATIVELY CLOSING ALL CITY FILES OF ANY CHARACTER, WHEREVER CREATED OR MAINTAINED, THAT DEAL WITH THE HIRING, FIRING, DISCIPLINE OR PROMOTION OF INDIVIDUALLY IDENTIFIABLE CITY EMPLOYEES.

WHEREAS, the confidentiality of City Human Resources, personnel and any other records that deal with the hiring, firing, discipline or promotion of individually identifiable city employees is an important issue that must be made clear and

WHEREAS certain files not kept by the Human Resources Department but by supervisors or managers must be kept confidential as they relate to the hiring firing discipline or promotion of individual identifiable city employees

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF OSAGE BEACH, MISSOURI, AS FOLLOWS:

Section 1. That Section 125.020 be and in hereby amended to enact one new definition of Human Resources Records as set for the below:

Section 125.020 for Human Resources Records

HUMAN RESOURCES RECORDS shall include all records kept by the Human Resources Generalist or in the Human Resources System of any type.

Section 2. A new Section 125.025 be and is here by enacted as follows:

Section 125.025 POLICY CLOSING ALL INDIVIDUALLY IDENTIFIABLE PERSONNEL RECORDS.

All records made, kept, acquired or in any way in possession of the city or any of its supervisors, agents or employees regarding the hiring, firing, disciplining or promoting of individual employees, including but not limited to, evaluations performance reviews and any other record which may be considered in any decision to hire, fire, discipline or promote of any particular employee, where personal information about the employee is discussed or recorded, or when there is a discussion or decision as to whether to hire, fire, promote or discipline any particular employee, and all other personal information relating to the performance or merits of individual employees are hereby declared to be closed.

Section 3. Severability

The chapter, sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional or otherwise invalid by the valid judgment or degree of any Court of any competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance since the same would have been enacted by the Board of Aldermen without the incorporation in this ordinance of any such unconstitutional or invalid phrase, clause, sentence, paragraph or section.

Section 4. Repeal of Ordinances not to affect liabilities, etc.

Whenever any part of this ordinance shall be repealed or modified, either expressly or by implication, by a subsequent ordinance, that part of the ordinance thus repealed or modified shall continue in force until the subsequent ordinance repealing or modifying the ordinance shall go into effect unless therein otherwise expressly provided; but no suit, prosecution, proceeding, right, fine or penalty instituted, created, given, secured or accrued under this ordinance previous to its repeal shall not be affected, released or discharged but may be prosecuted, enjoined and recovered as fully as if this ordinance or provisions had continued in force, unless it shall be therein otherwise expressly provided.

Section 5. Effective Date.

This Ordinance shall take effect and be in full force from and after its passage by the Board of Aldermen and approval by the Mayor.

READ FIRST TIME: April 5, 2018

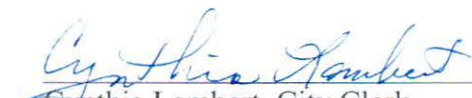
READ SECOND TIME: April 19, 2018

I hereby certify that the above Ordinance No. 18.21 was duly passed on April 19, 2018, by the Board of Aldermen of the City of Osage Beach. The votes thereon were as follows:

Ayes:	6	Nays:	0
Abstain:	0	Absent:	0

This Ordinance is hereby transmitted to the Mayor for his signature.

April 20, 2018
Date


Cynthia Lambert, City Clerk

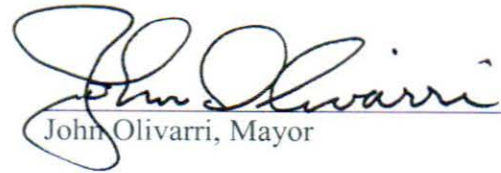
Approved as to form:



Edward B. Rucker, City Attorney

I hereby approve Ordinance No. 18.21.

April 24, 2018
Date

ATTEST:


John Olivarri, Mayor


Cynthia Lambert, City Clerk

