



CITY OF SAN ANTONIO
HUMAN RESOURCES DEPARTMENT

TO: All City of San Antonio Employees
FROM: Lori Steward, Human Resources Director 
SUBJECT: Employee Management Committee (EMC) EEO Election - Petitions
DATE: June 20, 2016

In August 2004 Ordinance #99630 established the Employee Management Committee (EMC) to provide a structured process for management and employees to discuss issues and concerns relating to employment conditions. The Ordinance was amended in June 2006 and continues to provide a process by which employees can serve on the EMC.

The EMC is made up of three department directors on a rotating basis, the City Manager or her designated representative, human resources staff, employee association representatives, and one employee representative from each of the seven represented EEO categories.

The Ordinance requires that members of the EMC be elected and serve for a period of three years. In compliance with the Ordinance, it is almost time for employees interested in serving on the EMC to begin filing petitions.

Positions as EEO representatives on the EMC can be held by either individual employees or registered employee associations. If you are interested in representing your EEO category on the EMC you must submit a petition to the City Clerk's Office no later than 4:30pm on September 30, 2016 with signatures representing a minimum of 10% of the employees in your respective EEO category. Signatures can be collected from July 1st – September 30th. The *official petition* will be made available beginning July 1st, 2016 on the COSAweb or by contacting your HR Representative. The site will also include a list of all positions within each EEO category. The following table will provide you with the number of petition signatures required to meet the 10% criteria for each of the EEO categories:

EEO Category	Signatures needed for petition
Professionals	173
Technicians	33
Protective Services	33
Para-Professionals	72
Office/Clerical	66
Skilled Craft	95
Service/Maintenance	88

The election to select EEO category representatives will be held in October of this year. Your opinions matter and I encourage you to take this opportunity to provide your suggestions and insight into the issues discussed through this forum. If you have any questions about the EMC, the upcoming EEO elections, or to determine which EEO category you belong to please visit the EMC Election link under the EMC heading on the COSA web (<http://www.sanantonio.gov/EmployeeInformation/Relations/EMC>) or contact Sony Peronel at 207-4437.