



**OFFICE OF COUNCIL PRESIDENT TODD GLORIA
COUNCIL DISTRICT THREE**

M E M O R A N D U M

DATE: July 15, 2013
TO: Walt Ekard, Interim Chief Operating Officer
FROM: Council President Todd Gloria *Todd Gloria*
SUBJECT: Response to Allegations of Mistreatment of City Employees

It has been reported that attorney Marco Gonzalez, on behalf of clients who are City employees, has threatened litigation against the City involving allegations of harassment by Mayor Bob Filner. I am writing to request that you take immediate steps to protect City employees as well as the City's interests in anticipation of this litigation.

First, last week an internal electronic message was sent to all employees reminding them of the City's Equal Employment Opportunity policy. I request that another message be sent to employees that specifically outlines all of the appropriate places to report any harassment, abuse or other illegal acts they might have experienced or witnessed during the performance of their official duties, including options within labor organizations for represented employees and organizations not under Mayoral supervision.

Second, to ensure a safe work environment and maintain productivity, I ask that alternative workspace options be explored for any current employees of the Mayor's office who are uncomfortable in the current office arrangement.

Finally, I ask that you send every City employee a directive to retain and preserve all documents that may relate to allegations of harassment by the Mayor. The message should include an explanation of City staff's responsibilities under the California Public Records Act, the City's records retention policy, and a point of contact to answer questions an employee may have about their obligations under these regulations.

It is essential that these steps be taken quickly to ensure this matter is handled appropriately and that the City and its employees are protected.

cc: Honorable City Councilmembers
Honorable Jan Goldsmith, City Attorney