



Legislation Text

File #: 2024-0519, Version: 1

Report to Mayor and City Council

Tuesday, June 18, 2024

Consent

SUBJECT:

**CONSIDER ADOPTING STANDARD MANAGEMENT PROCEDURE NO. 7.02,
WORKPLACE VIOLENCE PREVENTION PLAN (CITY COUNCIL)**

I. SUMMARY

California Senate Bill 553 (SB 553) requires all employers that fall within the scope of California Labor Code (LC) 6401.7 and LC 6401.9, to establish, implement, and maintain an effective, written Workplace Violence Prevention Plan (WVPP) no later than July 1, 2024.

Accordingly, Standard Management Procedure (SMP) No. 7.02, Workplace Violence Prevention Plan (WVPP), is hereby presented for City Council approval.

II. RECOMMENDATION

ADOPT Standard Management Procedure No. 7.02.

III. ALTERNATIVES

TAKE any other action the City Council deems appropriate that is consistent with the requirements of the law.

IV. BACKGROUND

On September 20, 2023, Governor Gavin Newsom signed Senate Bill No. 553 ("SB 553") into law, which requires covered California employers to take steps to prevent and respond to workplace violence. Notably, SB 553 adds Section 6401.9 to the California Labor Code, which, effective July 1, 2024, requires covered employers to adopt a comprehensive workplace violence prevention plan.

Staff from the Human Resources, Public Safety and Risk Management Departments worked with City Attorney's Office to create the proposed WVPP, in compliance with SB

553.

Key components of WVPP include:

1. Designating the Director of Human Resources as the WVPP Administrator.
2. Establishing a Threat Assessment Team, comprised of representatives from Human Resources, Public Safety and Risk Management departments.
3. Assigning responsibilities for City management and staff in the event of an incident.

V. FISCAL IMPACT

There would be no direct fiscal impact associated with this SMP.

VI. EXHIBITS

1. Workplace Violence Prevention Plan (WVPP) (pgs. 3-20)

Prepared by: City Attorney's Office, Human Resources, Public Safety and Risk Management