

ORDINANCE TO AMEND CHAPTER 2 OF THE GREENSBORO CODE OF ORDINANCES  
WITH RESPECT TO BOARDS AND COMMISSIONS FOR THE ESTABLISHMENT OF  
THE CIVIL SERVICE BOARD

Chapter 2 – Administration

Article V. Boards and Commissions

Division 2. – Voting Rules for the Civil Service Board

Sec. 2-150. Scope and Preamble

- (a) Pursuant to § 7.45 of Chapter VII of the Greensboro City Charter, enacted by S.L. 2023-112 of the North Carolina General Assembly, the city council shall, by ordinance, establish the procedure for the election of the Civil Service Board (hereinafter, the Board) and provide for meeting the expenses for the elections.
- (b) Elections for members of the Civil Service Board shall take place every two years as set forth in the Charter.

Sec. 2-151. Method of Election – City Council

One member of the Civil Service Board shall be chosen by the City Council at a meeting of the council and shall serve at the pleasure of the Council. A list of qualified citizens who have expressed an interest to serve or have been otherwise nominated to serve will be presented to the Council to be considered by the Council. The list of qualified citizens shall be composed by the City Clerk or his/her designee. The Council is not bound to choose from the list so provided and may accept nominations from any other source so long as the nominee is qualified to serve.

The Board Chair shall be appointed as set forth in the City Charter.

Sec. 2-151. Method of Election – Police Department

One member of the Civil Service Board shall be elected by the employees of the City of Greensboro Police Department at an election held for that purpose and on a normal city workday not less than 10 nor more than 30 days after written notice of the date of the election is provided to those employees. The election shall take place as follows:

- (a) For the first election taking place in 2024, an announcement will be sent by the Chief of Police or his designee in August outlining the Charter amendment and the timelines for elections for 2024 and all future elections.
- (b) Subsequent elections:
  - i. For the 2024 election and all future elections, an announcement will be sent by the Chief of Police or his designee in August regarding the nomination period. The nomination period shall close the last business day of August, after which no further nominations or write-ins will be accepted. Incomplete nominations will not be accepted.
  - ii. For the 2024 election and all future elections, by the last business day in September the city's department of People & Culture will vet the

qualifications to serve. People and Culture will vet the nominees pursuant to the qualifications set forth in the City Charter and reproduced below in Section 1.56.

- iii. For the 2024 election and all future elections, the election will take place in Power DMS, or a similar communication platform then in use, and will open the first business day of October and close thirty days later. Votes will be calculated once the vote closes. The nominee with the most votes will be announced by the Chief of Police or his designee on the first business day of November.

Sec. 2-152. Method of Election – Fire Department (See change above for PD – same changes apply here.)

One member of the Civil Service Board shall be elected by the employees of the City of Greensboro Fire Department at an election held for that purpose and on a normal city workday not less than 10 nor more than 30 days after written notice of the date of the election is provided to those employees. The election shall take place as follows:

- (a) For the first election taking place in 2024, an announcement will be sent by the Fire Chief or his designee in August outlining the Charter amendment and the timelines for elections for 2024 and all future elections.
- (b) Subsequent elections:
  - i. For the 2024 election and all future elections, an announcement will be sent by the Fire Chief or his designee in August regarding the nomination period. The nomination period shall close the last business day of August. No further nominations or write-ins will be accepted. Incomplete nominations will not be accepted.
  - iv. For the 2024 election and all future elections, by the last business day in September People & Culture will vet the nominees to ensure they are eligible to serve. People and Culture will vet the nominees pursuant to the qualifications set forth in the City Charter.
  - v. For the 2024 election and all future elections, the election will take place in Power DMS and will open the first business day of October and close thirty days later. Once the vote closes Power DMS will calculate the votes. The candidate with the most votes will be announced by the Fire Chief or his designee on the first business day of November.

Sec. 2-153. Method of Election – Joint Agreement of Police Chief and Fire Chief

One member of the Civil Service Board shall be chosen by the mutual agreement of the Chief of Police and the Fire Chief. That selection process shall take place as follows:

At the discretion of the Police Chief and Fire Chief for the City of Greensboro, the Police Chief and Fire Chief will create a selection process to identify and appoint a qualified person to serve. Any person qualified to serve pursuant to the City Charter is qualified to be selected by the Police Chief and Fire Chief.

Sec. 2-154. Method of Election – Majority of the Board

One member of the Civil Service Board shall be selected by majority vote of the four other members already selected, and elected at a meeting held within 30 days after the members elected by the employees of the City of Greensboro Police Department and the employees of the City of Greensboro Fire Department have taken office. If a member is not elected by majority vote of the four other members, the city council shall appoint a member to the Board.

Sec. 2-155. Qualification to Vote

All employees of the Police Department and Fire Department hired prior to the opening of the voting period, even in a probationary capacity, are eligible to vote. Any employee hired after the opening of the voting period shall not be eligible to vote.

Sec. 2-156. Qualifications to Serve

As set out in Section 7.45 of the City Charter and repeated here for convenience, the qualifications and restrictions on who may serve as members of the Board are as follows:

(a) The members of the Board must all be qualified voters of the City of Greensboro, not employed by the city, or serving on the city council.

(b) Former employees of the city shall be eligible to serve as members of the Board provided they have been separated from city employment for a period of not less than seven consecutive years prior to becoming members of the Board.

(c) No person shall be eligible to serve as a member of the Board if the person, directly or indirectly, through any corporation, partnership, or other entity, or contract, subcontract, or otherwise benefits financially from a business relationship with the city or if the person has an immediate family member or spouse of the immediate family member who, directly or indirectly, through any corporation, partnership, or other entity, or contract, subcontract, or otherwise benefits financially from a business relationship with the city.

For the purposes of this section, “immediate family” is defined as spouse or domestic partner, parents or step-parents, children, step children, adopted children, siblings, half siblings, step siblings, and spouses of the individuals listed in this section.

Sec. 2-157. Event of Board Vacancy

In the event of a vacancy on the Board, the vacancy shall be filled by the body or group that chooses the member, a successor to whom is to be chosen in the manner provided in this subsection for the selection of the member.