



## City Council Agenda Memo

Crest Hill, IL

<b>Meeting Date:</b>	January 6, 2025
<b>Submitter:</b>	Dave Strahl, Interim Human Resources Manager Tony Graff, Interim City Administrator
<b>Department:</b>	Human Resources
<b>Agenda Item:</b>	Consideration of Cameras in the Workplace Policy – Employee Handbook Addition

**Summary:** Policy outlining the cameras/recording device usage in the workplace. The 1<sup>st</sup> Draft was presented at the 12/16/2024 City Council Meeting and staff requested to table the agenda item until 1/6/2025 to review the proposed revised language presented by Local 150 Business Agenda along with adding the **Illinois Public Labor Relations Act**.

Proposed Revised Language:

The City has installed surveillance cameras inside and outside of all City facilities. The surveillance cameras are intended for the internal use of the City, such as security, theft protection or protection of proprietary information. The cameras shall not be used to monitor the activities of bargaining unit members. The cameras shall not be used to initiate an investigation for disciplinary purposes and shall not be used as the sole purpose for discipline. A crime viewed on the camera shall be cause for the City to utilize the camera for disciplinary purposes.

The added language was reviewed by the City Labor Attorney John Kelly and staff. The recommendation to add the language is acceptable mainly clarifying cameras intended for internal use by the city.

**Recommended Council Action:** Approval of the policy for submittal at the January 6, 2025 City Council meeting for final approval.

**Financial Impact:**

**Funding Source:** None.

**Budgeted Amount:** N/A

**Cost:** N/A

**Attachments** Cameras/Recording Device Policy – Employee Handbook Addition