



July 23, 2024

Mike Pettit
Assistant County Executive Officer

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, California 93009

Scott Powers
County Chief Financial Officer

Subject: Receive and File a Report of the County of Ventura Workplace Misconduct Complaint Resolution Activity for January Through June 2024

Recommendation

We recommend that your Board receive and file the semiannual report of County Human Resources Workplace Misconduct and Complaint Resolution activity for the period of January through June 2024.

Background

The County Executive Office - Human Resources and Labor Relations Divisions (CEO-HR) established a complaint hotline for employee concerns regarding perceived misconduct of fellow employees. The County has an obligation to investigate credible and actionable allegations of employee workplace misconduct and to take appropriate corrective and disciplinary action when employee misconduct has been substantiated. Complaints may be filed with our Employee Misconduct Hotline 24 hours a day, seven days a week, by calling 1-800-684-6523. Complaints may also be filed through our online reporting form at <https://app.mycompliancereport.com/report?cid=COV>.

Discussion

During the time period referenced above, CEO-HR staff responded to 131 complaints, of which 54 were categorized as discourteous treatment, 40 had allegations of general misconduct, eight (8) had allegations of discrimination and/or retaliation, one included allegations of harassment, eight (8) included allegations of falsification or dishonesty, 14 included allegations of safety/security/workplace violence, and six were classified as "other" as they were unrelated to any policies. Of current complaints, 58 are actively under investigation. Of the 73 closed cases, 39 could not be substantiated based on a preponderance of the evidence standard, eight (8) were withdrawn due to insufficient information, and 16 were substantiated. County Counsel is consulted on all sensitive and complex cases. Ten (10) cases that originated as complaints were directed to the Employee Relations & Resolution program.

The Employee Relations & Resolution (ERR) Program was designed to provide access for County employees who seek support and problem-solving for workplace issues, before they escalate in severity. As cases are investigated, CEO-HR staff members

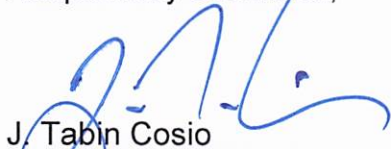
evaluate the dynamics of the allegations to determine if the parties involved would benefit from this program. This is not a traditional program that solicits applications from employees, instead each allegation that is investigated is screened against a set of criteria to determine if the program will be beneficial. While a substantial number of the allegations investigated are found to be unsubstantiated because the allegations do not rise to a violation of County Policy or other laws and regulations, we have noted that a majority of these allegations often result from strained interpersonal relations. As such, this program seeks to match the appropriate organizational development intervention that will best remedy the challenge that is the focus of the conflict. During the referenced time period, CEO-HR staff members constructed and administered 272 organizational development interventions in connection with this program. Specifically, HR staff members engaged in 228 individual coaching sessions, constructed, and administered 14 customized trainings and team-building sessions, and engaged in 30 formal group resolution process consultations.

Strategic Priority

The activities described above reflect the County's commitment to develop, nurture, and sustain a diverse workforce by providing a safe and respectful workplace where individuals can thrive. We will continue to be vigilant in our investigations of allegations of misconduct and in our attempts to resolve conflicts utilizing best practices in organizational development interventions.

The County Executive Office, County Counsel, and Auditor-Controller's Office have reviewed this letter. If you have any questions regarding this information, please contact me at (805) 654-3600.

Respectfully submitted,



J. Tabin Cosio
Interim Director of Human Resources



Sevet Johnson, PsyD
County Executive Officer

c: Jeffery S. Burgh, Auditor-Controller
Tiffany N. North, County Counsel
Mike Pettit, Assistant County Executive Officer
Scott Powers, County Chief Financial Officer

Attachment: Exhibit 1 - Workplace Misconduct Complaint Resolution Report