

**OFFICE OF THE CHIEF OF POLICE  
EMPLOYEE RELATIONS ADMINISTRATOR**

**NOTICE**  
2.2.3

FEBRUARY 8, 2021

**TO:** All Commanding Officers

**FROM:** Employee Relations Administrator

**SUBJECT:** ON-DUTY ATTENDANCE OF RATIFICATION MEETINGS

Memorandum of Understanding (MOU) No. 24, Article 2.4.1 (B) allows for on-duty presentations to employees regarding collectively bargained benefits, providing such presentations do not interfere with normal Department operations.

The ratification and voting process is important for employees so they may make well informed decisions regarding their future benefits and compensation.

Area Commands and Watch Commanders are reminded to make every effort to accommodate sworn personnel so they may attend the pre-scheduled ratification meetings on-duty, while maintaining sufficient field deployment.

Additionally, the Chief of Police has approved 30 minutes for personnel at the start or end of watch, so they may go to Elysian Park Academy to vote while on-duty. All alterations of start of watch/end of watch times and locations shall be approved and coordinated ahead of time by Area Watch Commanders or concerned Officer-in-Charge. Overtime shall not be authorized for ratification voting.

If you have any questions, please contact Employee Relations Group at (213) 486-7600.



MICHAEL A. OREB, Commander  
Employee Relations Administrator

APPROVED:



DANIEL RANDOLPH, Commander  
Chief of Staff  
Office of the Chief of Police

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