



ERIC GARCETTI  
MAYOR

November 7, 2014

Honorable Members of the City Council  
c/o City Clerk  
City Hall, Room 395

Honorable Members:

Subject to your confirmation, I have reappointed Mr. Douglas Collins to the Employee Relations Board for the term ending September 23, 2019. Mr. Collins's current term expired on September 23, 2014.

I certify that in my opinion Mr. Collins is qualified for the work that will devolve upon him, and that I make the appointment solely in the interest of the City.

Sincerely,

A handwritten signature in blue ink, appearing to read "EG" followed by a stylized flourish.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment



## COMMISSION APPOINTMENT FORM

**Name:** Douglas Collins  
**Commission:** Employee Relations Board  
**End of Term:** 9/23/2019

### Appointee Information

1. **Race/ethnicity:** Caucasian
2. **Gender:** Male
3. **Council district and neighborhood of residence:** -
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** UCLA Institute of Industrial Relations; Certificate, Public Sector Labor Relations
7. **Occupation/profession:** Arbitrator and Mediator
8. **Experience(s) that qualifies person for appointment:** See attached resume
9. **Purpose of this appointment:** Reappointment
10. **Current composition of the commission:**

Name	Ethnicity	Gender	Appt date	Term ends
Cameron, Christopher D.	Latino	M	07-Nov-11	23-Sep-16
Collins, Douglas	Caucasian	M	01-Oct-09	23-Sep-14
Hilyer, Rhonda	Caucasian	F	20-Feb-14	23-Sep-17
Lugo, Rosalinda	Latina	F	07-Nov-13	23-Sep-18
Miller, Anthony	Caucasian	M	04-Apr-11	23-Sep-15

*R. DOUGLAS COLLINS*  
*Arbitrator & Mediator*

**RÉSUMÉ**

Updated September 20, 2013

**EMPLOYMENT HISTORY**

- 1978 to present: Private practice as an arbitrator, mediator, fact finder, and hearing officer in the resolution of labor-management disputes in the public and private sectors.
- 1972 to 2000: Executive Director, Los Angeles City Employee Relations Board. Administrative head of neutral agency responsible for resolving disputes between the City of Los Angeles and unions of its employees. Areas of responsibility included representation issues, mediation, fact finding, unfair labor practice charges, grievance arbitration, budget, personnel, supervision of staff, and general administration.
- 1982 to 1990: Instructor for UCLA Extension and for the Los Angeles Community College District's Labor Center, teaching courses in public sector labor-management relations.

**PROFESSIONAL AFFILIATIONS**

- National Academy of Arbitrators; Member, 1989 – Present; Board of Governors, 2001 – 2004
- Association of Labor Relations Agencies; President, 1991 – 1992
- UCLA Institute of Industrial Relations Association; President, 1989 – 1991
- Industrial Relations Research Association; Chapter Board of Directors, 1986 – 1990

**EDUCATION**

- Occidental College, Los Angeles, California; Bachelor of Arts, Political Science, 1968
- UCLA Institute of Industrial Relations; Certificate, Public Sector Labor Relations, 1974

**PUBLIC SERVICE**

- 2007 to present: Commissioner, City of Hermosa Beach Civil Service Board, the neutral agency responsible for review of matters arising under the city's Civil Service Rules and Regulations.
- 2009 to present: Board Member, Los Angeles City Employee Relations Board; Chairman, November 2012 to present. The ERB is the neutral agency responsible for administering, interpreting, and applying the city's Employee Relations Ordinance, which governs labor-management relations between the city, unions, and individual employees, including representation, meeting and conferring, mediation, fact finding, unfair labor practices, and grievance arbitration.
- 2010 to 2013: Commissioner, Los Angeles County Employee Relations Commission; Chairman, October 2010 to September 2013. ERCOM is the neutral agency responsible for administering, interpreting, and applying the county's Employee Relations Ordinance, which governs labor-management relations between the county, unions, and individual employees, including representation, meeting and conferring, mediation, fact finding, unfair labor practices, and grievance arbitration.

## AGENCY PANELS

• American Arbitration Association • California Public Employment Relations Board • California State Mediation & Conciliation Service • Federal Mediation & Conciliation Service • Los Angeles City Employee Relations Board • National Mediation Board • Nevada Local Government Employee-Management Relations Board • Nevada State Labor Commissioner • Oregon Public Employment Relations Board • Washington Public Employment Relations Commission

*Please note that at my request, I have been in inactive status on all of the above panels since January 2010 due to my heavy workload.*

## ISSUES ARBITRATED

• Affirmative Action • Absenteeism • Arbitrability • Bargaining Unit Work • CCW Permits • Conduct (Off Duty/Personal) • Demotion • Discipline (Non-Discharge) • Discipline (Discharge) • Discrimination (Age, Disability, Race, Sex, Religion, National Origin) • Drug/Alcohol Offenses • Fringe Benefits (Bonus, Holidays, Insurance, Leave, Vacation) • Grievance Mediation • Health/Hospitalization • Hiring Practices • Job Performance • Job Posting/Bidding • Layoffs/Bumping/Recall • Management Rights • Past Practices • Pension and Welfare Plans • Promotion • Retirement • Safety/Health Conditions • Seniority • Sexual Harassment • Strikes • Work Stoppages • Slowdowns • Subcontracting/Contracting Out • Tenure/Reappointment • Union Security • Wages (Cost-of-Living Pay, Holiday Pay, Incentive Pay, Job Classification & Rates, Merit Pay, Overtime Pay, Severance Pay, Vacation Pay) • Work Hours/Schedules/Assignments • Working Conditions/Work Orders • Violence & Threats

## INDUSTRIES & GOVERNMENT

• Aerospace • Airlines • Agriculture • Automotive • Bakery • Beverage • Broadcasting • Cement • Chemicals • Cities • Communications • Community Colleges • Construction • Counties • Education • Electronics • Entertainment/Arts • Federal Government • Food (Manufacturing/Processing/Service) • Furniture • Grain Mill • Health Care • Higher Education • Hotels/Motels/Casinos/Resorts • Hospitals/ Nursing Home • Maritime • Meat Packing • Mining • Office Workers/Clerical • Organizations • Petroleum/ Petrochemicals • Plumbing • Police and Fire • Postal • Printing and Publishing • Prison Guard • Railroads • Refrigeration/HVAC • Restaurants • Retail Stores • Rubber/Tire • Schools • Special Districts • State Government • Transportation • Trucking & Storage • Unions • Utilities • Warehousing

## PERMANENT ARBITRATION PANELS

*I currently serve or have served on the permanent arbitration panels established by the following parties:*

• AHMC Healthcare Incorporated & Service Employees International Union/United Healthcare Workers – West • Alliance of Motion Picture and Television Producers & Directors Guild of America • Alliance of Motion Picture and Television Producers & Writers Guild of America, West • APL & International Longshore and Warehouse Union • AT&T & Communications Workers of America • American National Can & United Steelworkers of America • California State University & California Faculty Association • California State University & Academic Professionals of California (Sole Permanent Umpire 2000 – 2011) • California State University & California State University Employees Union • California State University & State Employees Trades Council United • California State University & United Automobile Workers • California Teachers Association & California Associate Staff • California Teachers Association & California Staff Organization • City of Beverly Hills & Management and Professional Employees Association • City of Beverly Hills & Municipal Employees Association • City of Costa Mesa & Costa Mesa City Employees Association • City of Costa Mesa & Costa Mesa Police Association • City of Torrance & Torrance Police Officers Association • City of North Las Vegas & Teamsters • Clark County, Nevada, & International

Association of Fire Fighters • Coca Cola Bottling Company of San Diego & Teamsters • Community and Mission Hospital & Service Employees International Union/United Healthcare Workers West • County of Riverside & Laborers International Union of North America • County of Riverside & Riverside Sheriff's Association • County of Riverside & Service Employees International Union • County of Yolo & Yolo County Deputy Sheriff's Association • Disneyland Resort & UNITE HERE • Hill Air Force Base & American Federation of Government Employees • Hollywood Presbyterian Medical Center & Service Employees International Union 121RN • Hollywood Presbyterian Medical Center & Service Employees International Union, United Healthcare Workers – West • Hughes Aircraft & Electronic and Space Technicians • Integrated Healthcare Holdings & Service Employees International Union/United Healthcare Workers – West • Kaiser Permanente & Service Employees International Union • Kaiser Permanente & Office and Professional Employees International Union • KCOP Television & International Alliance of Theatrical and Stage Employees • Los Angeles Area Race Tracks & International Brotherhood of Teamsters • Los Angeles County Metropolitan Transit Authority & Amalgamated Transit Union • Los Angeles Unified School District & Los Angeles School Police Association • Metropolitan Water District of Southern California & American Federation of State, County & Municipal Employees • National Electrical Contractors Association & International Brotherhood of Electrical Workers • National Fire Sprinkler Association & Sprinkler Fitters • NBC Universal & National Association of Broadcast Employees and Technicians • Olympia Medical Center & Service Employees International Union/United Healthcare Workers – West • Pacific Bell & Communications Workers of America • Pepsi Cola Bottling Company of San Diego & Teamsters • Raytheon & Electronic and Space Technicians • Rexam & United Steelworkers of America • Rio Tinto Minerals, U.S. Borax & International Longshore and Warehouse Union • San Diego Gas and Electric & International Brotherhood of Electrical Workers • San Joaquin Regional Transit District & Amalgamated Transit Union • Santa Clara County Transit District & Amalgamated Transit Union • Social Security Administration & American Federation of Government Employees • Southern California Edison & International Brotherhood of Electrical Workers • Southern California Gas & Utility Workers Union of America • State of California & California Correctional Peace Officers Association • State of California & California State Employees Association • State of California & International Union of Operating Engineers • State of California & Professional Engineers in California Government • Sysco Food Services of Los Angeles & Teamsters • Tenet Healthcare Systems & American Federation of State, County and Municipal Employees • Tenet Healthcare Systems & Service Employees International Union/United Healthcare Workers – West • United States Navy, San Diego, & American Federation of Government Employees • United States Postal Service & American Postal Workers Union • United States Postal Service & National Postal Mail Handlers Union • University of California Irvine & State Employees Trades Council United • University of California, Los Angeles, & International Union of Operating Engineers • University of California & American Federation of State, County and Municipal Employees • University of California & American Federation of Teachers • University of California & Federated University Police Officers Association • University of California & United Auto Workers • University of California & University Professional and Technical Employees • Verizon California & Communications Workers of America • Walt Disney Enterprises & UNITE HERE • Walt Disney Enterprises & Office and Professional Employees International Union • White Pine County School District & Nevada School Employees Association • Various Others.

*Please note that "permanent" arbitration panels frequently change without notice to the arbitrators.*

#### PUBLICATIONS

- *Factfinders Resource Manual*, (co-author) California Public Employment Relations Board, 1987;
- "Forum: Some More Views On The Use Of Factfinding," *California Public Employee Relations*, December 1986;
- "Arbitrating Agency Fee Disputes: The Courts Set the Stage," (co-author) *California Public Employee Relations*, June 1986;
- "Agency Shop In Public Employment," *Public Personnel Management*, Summer 1986;
- "Reflections of an Arbitrator," *Discipline and Grievances*, October 1988.



ERIC GARCETTI  
MAYOR

November 7, 2014

Mr. Douglas Collins

Dear Mr. Collins:

I am pleased to inform you that I hereby reappoint you to the Employee Relations Board for the term ending September 23, 2019. In order to complete the process as quickly as possible, there are several steps that must be taken, many of which require visiting City Hall. If you require parking during these procedures, please call Cary Gross in my Office at (213) 978-0621 to make arrangements for you.

To begin the reappointment process, please review, sign and return the enclosed Remuneration Form, Undated Separation Forms, Background Check Release and Information Sheet **within one week** of receiving this letter. These documents are necessary to ensuring the most efficient, open and accountable City government possible.

Under separate cover you will be receiving a packet from the City Ethics Commission containing information about the City's conflict of interest laws and a copy of the State Form 700/Statement of Economic Interests. You are required to complete and return this form **within 21 days** of your nomination to the City Ethics Commission, 200 North Spring Street, City Hall, 24th Floor, Los Angeles, California 90012. Any inquiries regarding this form should be directed to Shannon Prior at the Ethics Commission at (213) 978-1960.

As part of the City Council confirmation process, you will need to meet with Councilmember Paul Koretz, the Chair of the Personnel and Animal Welfare Committee, to answer any questions he may have. You will be hearing from a



Mr. Douglas Collins  
November 7, 2014  
Page 2

City Council committee clerk who will let you know when your reappointment will be considered by the Personnel and Animal Welfare Committee. Some time thereafter, you will be notified by the committee clerk when your reappointment will be presented to the full City Council for confirmation. Once you are confirmed, you will be required to take the oath of office in the City Clerk's Office in Room 395 of City Hall. Cary Gross will assist you during the confirmation process if you have questions.

If you move at any point during your term, have any changes in your telephone numbers, or in the future plan to resign (resignation must be put in writing), please contact my office immediately.

Congratulations and thank you for agreeing to serve the people of Los Angeles.

Sincerely,

A handwritten signature in black ink, appearing to read "E. Garcetti". The signature is stylized with a large "E" and a long horizontal stroke.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment I  
Mr. Douglas Collins  
November 7, 2014

### Nominee Check List

#### I. Within seven days:

Mail, fax or email the following forms to: Cary Gross, Office of the Mayor, Office of External Affairs, City Hall, 200 N. Spring Street, Los Angeles, CA 90012 or email: cary.gross@lacity.org.

\_\_\_\_\_ **Remuneration Form**

\_\_\_\_\_ **Undated Separation Forms**

\_\_\_\_\_ **Background Check Release**

\_\_\_\_\_ **Commissioner Information Sheet/Voluntary Statistics**

#### II. Within 21 days:

File the following forms with the City Ethics Commission. *If you are required to file, you will receive these forms in via email from that office.*

\_\_\_\_\_ **Statement of Economic Interest ("Form 700")**

*IMPORTANT:* The City Council will not consider your nomination until your completed form is reviewed by the Ethics Commission.

\_\_\_\_\_ **CEC Form 60**

#### III. As soon as possible, the Mayor's Office will schedule a meeting with you and:

\_\_\_\_\_ **Councilmember Paul Koretz, Chair of the Council Committee considering your nomination** (contact at (213) 473-7005).

Staff in the Mayor's Office of External Affairs will assist you with these arrangements.