



KAREN BASS
MAYOR

May 20, 2024

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 June 30, 2029. Mr. Collins's current term expires on June 30, 2023.

I certify that in my opinion Mr. Collins is especially qualified by reason of training and experience for the work which shall devolve upon him, and that I make the appointment solely in the interest of the City.

Sincerely,

A handwritten signature in black ink that reads 'Karen Bass'.

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Douglas Collins
Commission: Employee Relations Board
End of Term: 6/30/2029

Appointee Information

1. **Race:** Caucasian
2. **Gender:** Male
3. **Council District and neighborhood of residence:** -
4. **Are you a registered voter in the City of Los Angeles?** N/A
5. **Prior commission experience:**
6. **Highest level of education completed:** Labor Arbitrator & Mediator, Private Practice
7. **Occupation/profession:** Occidental College, B.A. Political Science
8. **Experience(s) that qualifies person for appointment:** See attached resume
9. **Purpose of this appointment:** Reappointment
10. **Current composition of the commission:**

Commissioner	APC	CD	Race	Gender	Term End
Collins, Douglas	N/A	N/A	Caucasian	M	9/23/2024
Diaz-Herrera, Christine	N/A	N/A	Latinx	F	9/23/2026
Lugo, Rosalinda	N/A	N/A	Latinx	F	9/23/2028
Baquet Smith, Dianne	N/A	N/A	African American	F	12/31/2025
Suttonwills, Brenda	N/A	N/A	African American	F	9/23/2027

R. DOUGLAS COLLINS

Labor Arbitrator & Mediator

RÉSUMÉ

Updated December 12, 2023

AVAILABILITY

I am available to conduct grievance arbitrations, interest arbitrations, factfindings, civil service hearings, unfair practice hearings, boards of inquiry, and mediations either in person or by videoconference.

EMPLOYMENT HISTORY

- 1978 to present: Private practice as arbitrator, mediator, fact finder, & hearing officer in the resolution of more than 3,400 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

- 2009 to present: Board Member, Los Angeles City Employee Relations Board; 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.
- 2007 to present: Commissioner, City of Hermosa Beach Civil Service Board; Chairman 2019; neutral agency responsible for review of matters arising under the city's Civil Service Rules and Regulations.

AGENCY PANELS

• American Arbitration Association • California Public Employment Relations Board • California State Mediation & Conciliation Service • Federal Mediation & Conciliation Service • Hawaii Labor Relations Board • 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 most 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) • Excessive Force • 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 • Shipping • 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 & 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 • Alliance of Motion Picture and Television Producers & Screen Actors Guild – American Federation of Television and Radio Artists
• 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 • Disneyland Resort & Workers United • Eagle Marine Services & International Longshore and Warehouse Union • Encino Hospital Medical Center & Service Employees International Union 121RN • 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 • Los Angeles Unified School District & United Teachers of Los Angeles • 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 • Pasha Stevedoring and Terminals International Longshore and Warehouse Union • Pepsi Cola Bottling Company of San Diego & Teamsters • Providence Tarzana Medical Center & Health Care Workers United • 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 • San Joaquin Regional 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 California & Service Employees International Union/United Healthcare Workers • 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 • West Coast Terminal and Marine Services & International Longshore and Warehouse 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.



KAREN BASS
MAYOR

May 20, 2024

Dear Mr. Collins:

I am pleased to inform you that I am reappointing you to the Employee Relations Board for the term ending June 30, 2029, subject to confirmation by the City Council.

To begin the reappointment process, please review, sign, and return the enclosed undated Letters of Separation **within one week** of receiving this letter. These documents are necessary to ensure the most efficient, open, and accountable city government possible.

As part of the reappointment process, , your Councilmember, and Councilmember Tim McOsker, the Chair of the Personnel, Audits, and Hiring Committee, may wish to meet with you to answer any questions they have. Our office will assist with arranging these meetings.

Should this apply to your commission, 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 via the California Fair Political Practices Commission's eDisclosure website, or by mailing the forms to City Hall at 200 N. Spring Street, 24th Floor, Los Angeles, California 90012. Any inquiries regarding this form should be directed to Nicole Enriquez at the City Ethics Commission by email at nicole.enriquez@lacity.org.

Additionally, you will be required to attend public meetings at City Hall where your reappointment will be considered. You will be hearing from our office and a City Council Clerk who will let you know when your reappointment will be considered by the Personnel, Audits, and Hiring Committee. Sometime thereafter, you will be notified of the date when your reappointment will be presented to the full City Council. Immediately following the meeting, you will again be required to take the Oath of Office in the City Clerk's Office located in Room 395 of City Hall. If you require parking for these meetings, please contact my Commissions team by email at myr-commissions@lacity.org.

Mr. Douglas Collins
May 20, 2024
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Per the City Charter, most commissioners must be registered voters of the City of Los Angeles, and must therefore reside within Los Angeles. If you move at any point during your term, or your contact information changes, please contact my Commissions team immediately at the email listed below. While we hope that you complete a successful term, if for some reason you intend to resign, please do so in writing to my Commissions team at myr-commissions@lacity.org.

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

Sincerely,

A handwritten signature in black ink that reads "Karen Bass". The signature is written in a cursive, flowing style.

KAREN BASS
Mayor

KB:tga

Attachment I
Mr. Douglas Collins
May 20, 2024

Nominee Check List

I. Within 7 days:

- Email the below completed documents, found on the last three pages of this letter, to: myr-commissions@lacity.org OR mail them to:

Office of the Mayor
Attn: Thomas Arechiga
200 N. Spring Street, Room 303
Los Angeles, CA 90012

- Undated Separation Letters (2)

II. Before your appointment is heard in committee or full council (you will be contacted by the Clerk's Office with this date):

- File the following forms with the City Ethics Commission. If you are required to file, you will receive these forms via email from that office. Be sure to take no more than 21 days to file, per City law.

- 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. The Mayor's Office will notify the below Councilmembers of your nomination, so that they may reach out to schedule a meeting with you should they wish.

- Your City Councilmember
- Councilmember Tim McOsker, Chair of the Council Committee considering your nomination

IV. Public Meetings at City Hall:

- Personnel, Audits, and Hiring Committee Hearing
- Full Council Hearing