

SUBSTITUTE ORDINANCE NO. BL2025-1114

An ordinance amending Title 3 of the Metropolitan Code of Laws to examine best practices for Metropolitan Government to conduct periodic surveys of employees of require departments, boards, and commissions of the Metropolitan Government ~~to conduct annual employee surveys.~~

~~WHEREAS, surveys distributed to employees of the Department of Emergency Communications in the summer of 2025 have been insightful to the department, and using this type of survey throughout the Metropolitan Government would provide similar benefits.~~

WHEREAS, Ordinance No. BL2025-1114 was introduced on November 4, 2025, and amended on December 4, 2025; and

WHEREAS, the ordinance proposes annual surveys of certain Metropolitan Government employees; and

WHEREAS, anonymous employee surveys can provide broad, thematic observations if they are properly planned and constructed and use methodology that ensures accuracy and fairness; and

WHEREAS, factors that must be considered in conducting surveys include identifying the unique functions and priorities that exist across departments; determining a time and manner to ensure adequate resourcing to plan, develop, conduct, and participate in the surveys and tabulate and analyze results; protecting the anonymity of respondents to increase participation and reduce selection bias; understanding variances between administrative resources in different departments; and identifying optimal frequencies, lengths, and subject matter; and

WHEREAS, the Department of Human Resources has not been allocated funding for either studying best practices for department-specific surveys or conducting such surveys; and

WHEREAS, employees of the Metropolitan Government and the level of service provided by the metropolitan government will be best served by a survey process that takes into account these factors; and

WHEREAS, the Metropolitan Charter places the authority to determine such process with the Director of Personnel, typically referred to as the Director of Human Resources.

NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Section 1. That Title 3 of the Metropolitan Code of Laws is hereby amended by adding the following new Chapter 3.62:

Chapter 3.62 - ~~Annual~~ Periodic employee surveys

3.62.010. - Surveys regarding departments, boards, and commissions

A. The department of human resources shall, upon appropriation of adequate funds, commission a study to determine best practices for surveying employees of metropolitan

departments, boards, and commissions. Such study shall be completed within six months of funding and shared with the metropolitan council.

B. The department of human resources study shall examine best practices for providing provide annual-periodic surveys to the employees of departments and boards and commissions established by the Metropolitan Charter or ordinance to assess topics consistent with best practice, such as:

1. Leadership and management practices that contribute to the performance of the department, board, or commission; and
2. Employee satisfaction with categories that could include but would not be limited to:
  - a. leadership policies and practices;
  - b. workplace culture;
  - c. opportunity for professional development and growth; and
  - d. opportunity to contribute to achieving the goals of the department, board, or commission.
3. Additional subject matter that could prove beneficial to the surveys' goals.

C. The study shall further examine best practices for survey frequency, distribution and collection methods that protecting the anonymity of respondents, other factors that could help or harm equitable access and treatment, required resources, and any other issues regarding survey administration.

D. The study shall further provide guidance on how survey results are interpreted, maintained, used, and distributed to properly protect from interpretation bias and retaliatory behavior and to achieve the goals of improved workplace culture and actionable change, as appropriate, in response to survey data results. It is intended that Ssurvey results shall be provided to the mayor, the director of human resources, the relevant department director, and the board or commission of authority, if applicable, and. Survey results shall be made available to the metropolitan council upon request.

BE. The provisions of this section are intended to supplement and not conflict with the work of the civil service commission, as provided in article 12 of the Metropolitan Charter.

~~Section 2. The Metropolitan Council requests that the surveys be anonymous and collected by the human resource coordinators of each department, board, or commission, distributed annually on March 15 to completed by March 31, distributed via email with an option to be completed outside of the workplace, provided to the mayor, the relevant department director, or the board or commission, as applicable, and made available to the metropolitan council upon request.~~

~~Section 32.~~ This Ordinance shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

SPONSORED BY:

---

Olivia Hill  
Member of Council