# Kelly Tuffo

**Associate**

**San Francisco**

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Kelly Tuffo advises cities, counties and other public sector employers on all aspects of employment relations, conducts workplace investigations, and represents clients in disciplinary proceedings and mediation and arbitration of grievances.

She also acts as chief negotiator for clients in labor negotiations with their employee organizations representing numerous types of employees, including mid-managers, probation officers, police, dispatchers, attorneys, nurses, teachers, In-Home Support Service (IHSS) workers, as well as miscellaneous employees.

Kelly conducts management training programs on a variety of employment law issues, including discipline, performance evaluation, leaves of absence, and harassment and discrimination prevention.

Prior to joining our San Francisco office, Kelly was a labor relations representative for a private sector company. In that role she coordinated contract negotiations, represented the company in arbitrations, negotiated and handled grievances and conducted investigations. She also has experience in community mediation for a public sector entity.

While in law school, Kelly interned at the San Francisco City Attorney's Office, Labor Division, and was a judicial extern for a Federal District Court Judge.

Kelly also spent four years in Africa where she spent two years as an academic director for a study abroad program and two years as an International Training Consultant for a United Nations Agency.

## Education

JD, University of California, Hastings College of Law
MA, University of British Columbia
BA, University of California, Berkeley

## Legal Expertise

Education Law
Employment Law
Labor Relations and Negotiation Services
Public Safety
Retirement
Wage and Hour

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## Representative Matters

**Negotiations:**

*City of Los Banos* - Police, Fire and Dispatchers Units

*City of Cotati* - Police Officers Association and Police Management Units

*City of Millbrae* - Fire, Police, Teamsters and Sanitation Workers Units

*City of Daly City* - Teamsters (3 tables), Secretaries Association, ECDPSA, Operating Engineers Local 39 and Plant Maintenance Association

*Sonoma Library District* - SEIU

## Presentations

**Embracing Diversity** - City of Stockton - Stockton - June 19, 2013

**Supervisory Skills for the First Line Supervisor/Manager** - City of Sunnyvale - Sunnyvale - June 18, 2013

**Mandated Reporting** - ABAG - Colma - June 5, 2013

**Preventing Workplace Harassment, Discrimination and Retaliation** - City of Santa Cruz - Santa Cruz - May 23, 2013

**Managing Performance Through Evaluation** - City of Stockton - Stockton - May 15, 2013

**The Disability Interactive Process and Sick and Disabled Employees** - City of Palo Alto - Palo Alto - May 1, 2013

**Performance Management: Evaluation, Documentation and Discipline** - City of Stockton - Stockton - April 16, 2013

**The Brown Act** - Las Gallinas Valley Sanitary District - San Rafael - March 15, 2013

**A Supervisor's Employment Relations Primer** - Napa/Solano/Yolo ERC - Vacaville - March 7, 2013

**Supervisory Skills for the First Line Supervisor/Manager** - NorCal ERC - San Ramon - February 14, 2013

**Preventing Workplace Harassment, Discrimination and Retaliation** - LCW Clients - San Francisco - December 7, 2012

**Ethics in Public Service** - LCW Clients - San Francisco - December 4, 2012

**Handling At-Will and Temporary Employees** - CA Park and Recreation Society (CPRS) District 4 2012

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Bay Area Institute - Menlo Park - November 2, 2012

**Management Communication Skills** - Colusa County - Colusa - October 1, 2012

**Terminating the Employment Relationship** - ERMA - Novato - September 27, 2012

**Supervisory Skills for the First Line Supervisor/Manager** - City of Sunnyvale - Sunnyvale - September 26, 2012

**Supervisory Skills for the First Line Supervisor/Manager** - San Mateo County ERC - Foster City - September 13, 2012

**Preventing Workplace Harassment, Discrimination and Retaliation** - City of Santa Cruz - Santa Cruz - May 31, 2012

**Supervisory Skills for the First Line Supervisor/Manager** - Monterey Bay ERC - Hollister - May 23, 2012

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