



HUMAN RESOURCES DEPARTMENT

Personnel | Labor Relations | FMLA | ADA | EEO

Commissioners Meeting Update: July 5, 2017

Attendance: Commissioner Fund, Commissioner Stamper, Commissioner Jackson (via phone) & Daleyn Coleman & Archie Smith.

Reporter: Daleyn Coleman

Start Time: 1030

End Time: 1125

Commissioner Fund left for 2 minutes – 11:05-11:07

Budget

- Health Budget – all clear – budget was passed 6/30/17

Administrative

- Archie on vacation until 7/25/17

Benefits

- Non-reps – discussion only/no decisions made – will have follow up discussion

Employment Situations

- Executive Session Personnel – employee performance RCW 42.30.110 (g) – No decision was made.

Union Business:

- Update on proposals

Policy

- Leave without pay – discussed a memo to clarify EHB – will present to BOCC to review and forward to the Auditor's office.
- Employee celebration/policy guidelines – Archie is working on a policy – Commissioner Fund would like to see the state guidelines on this
- Automatic deposits – new finance system – aiming for 1/1/18. Discussed impact bargaining with unions

Training

Classification/Recruitment

- PDR Manager recruitment update – notifications – interviews will be held 7/13
- Public Sector scoring – BOCC asked to discuss the steps for scoring at next director's update

Succession planning

- PAF's:

| Title | Dept | Name |
|-------------------------------------|------|-----------------|
| DPA Civil III (F) | PA | |
| Customer Service Rep (H) | PH | Vanesa Ruelas |
| Deputy Director Health (F) | PH | |
| Telcom Operator (F) | EM | James Hatchett |
| Telcom Operator (H) | EM | Nathan Masciola |
| Health Educator (F) | PH | |
| Eng Tech IV | PW | Mike English |
| RMT (F) Area 3 | PW | Mike Gilk |
| Accounting technician (H) | CS | MckInlay |
| Permit Tech I (H) #479 | CD | Mollie J. Hurt |
| Legal Assistant (RC) | SC | Auman |
| Legal Assistant (RC) | SC | Hipp |
| Legal Assistant (RC) | SC | Kimmons |
| Accounting Tech | CS | McKinlay |
| SWOS I (H) see #459 | PW | Levine |
| Accounting tach | CS | Meikle |
| TCS III (F) | PW | Lori Mohny |
| Traffic Control Supervisor | PW | Mike Barr |
| Administrative Assistant - fair (F) | CS | |

PDR

Other

- Steps for accepting resignations – discussion of using vacation time on books until resignation date. Common practice with no financial impact.