



HUMAN RESOURCES DEPARTMENT

Personnel | Labor Relations | FMLA | ADA | EEO

Commissioners Update: March 7, 2018

Attendance: Commissioner Fund, Commissioner Stamper, ~~Commissioner Jackson~~, Daleyn Coleman, Becky Butler (left at 1100), Archie Smith

Reporter: Archie Smith

Start Time: 1100

End Time: 1130

Budget

Administrative

Benefits

- Retirement – HR will look at retirement incentives. No discussion

Employment Situations

Union Business:

- Negotiation update – Confidential discussion.
 - 911

Policy

- Employee Handbook – Is on Monday's March 12th agenda.
- Payroll – Non-exempt employee who are on non-county boards or committees must indicated the time gone from work on their time sheet and use vacation and or compensatory time to cover those hours.

Training

- Leadership – discussion: The academy is designed to provide those employees who are in supervisory and above position with training. Non-supervisory employees are allowed to attend. They are not primary attendees and will be bumped for those who are in such positions. There will also be a limit of the number of non-supervisory employees to ensure an appropriate balance between supervisor and non-supervisory employees. Higher level employees are priority over their subordinates for participation. It is the intent to not have a manager and a subordinate supervisor in the same class. History has shown that it may limit the participation of each member.

Classification/Recruitment

- Recruitment information

- Risk Administrator – discussed the applicants who have applied to date. The BOCC has requested to set up an interview with one candidate.
- County Manager – Discussed the status of recruitment.
 - Cowlitz process – they appointed the manager and did not interview.

- Casual employments – no discussion

Other

- HR Matrix – Follow up on BOCC employee onboarding. HR will work with department directors to create a first day employee process and orientation.
- Meeting minutes – Completed all but 7/27 note. Will complete this week.