



## HUMAN RESOURCES DEPARTMENT

Personnel | Labor Relations | FMLA | ADA | EEO

Commissioners Meeting Update: May 16, 2017

Attendance: Commissioner Fund (left at 0945), Commissioner Stamper (left at 0915), Commissioner Jackson, & Archie Smith.

Reporter: Archie Smith

Start Time: 0900 Hrs

End Time: 1030 Hrs

### Administrative

- Budget – no changes
- HR Matrix – no discussion
  - FMLA
  - Discipline
  - ADA
  - Workers Comp & FMLA

### Benefits

- Non Reps – Will review at a later date.

### Employment Situations

#### Union Business:

- Update on proposals
  - AFSCME – Mediation update
  - Supervisors – Mediation update
  - JV Detention 7K Schedule – Mediation update.
  - All contracts require ratification – No discussion
  - Corrections – Moving to mediation
  - PA – status of discussion
  - Labor union agreements
    - HR to communicate with Russ and meetings that he is requesting.

### Policy

- Travel Policy – No discussion
- Drug & Alcohol – sales of glass pipes – No discussion
- Meeting Policy – Concerns over restrictions and impact it may have on effective and efficient operations.
- Classification and budget – will review law on classification and budget related functions. Have spoken to Auditor's Office for clarification and will communicate with them.

### Training

- Would like new tables, pull down screen, and projector for training room. Cost between \$650 and \$1200 for projector and screen. – Will look and see if this can be under Capital Facilities and Munis training.

### Classification/Recruitment

- PDR Manager recruitment update

### Succession planning

- PAF's:

| Title                            | Dept | Name          |
|----------------------------------|------|---------------|
| PHN II (H)                       | PH   | Laura Coppock |
| Permit Tech I (F)                | CD   |               |
| Community Site Leader Morton (H) | PH   | Sally Allen   |
| Accounting Specialist Lead (F)   | CS   | Kay Perez     |
| RMT IV (P)                       | PW   | Paul Hodel    |

### PDR

### Other

Table & chairs in CUB for training