

# MINUTES

## Human Resources Committee

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### Board of Supervisors County of Monterey

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October 17, 2014 - 2:00 p.m.  
Government Center, 168 W. Alisal St., 2<sup>nd</sup> Floor, Monterey Room

**Attendees:** Supervisor Fernando Armenta (Chair), Supervisor Jane Parker (Vice-Chair), Lynn Alig, Konstanze Assaad, Paulette Clark, Jay Donato, Artemisa Gonzales, Manny Gonzalez, John Hill, Jan Holmes, Kristi Markey, James May, Brette Neal, Cheryl Pirozzoli, Dannie Ryan, Melissa Sells, Lisa Stewart

I. Call to Order

**ACTION: The meeting was called to order at 2:10 p.m.**

II. Additions and Corrections

There were no additions or corrections to the agenda

III. Public Comment

Jay Donato, SEIU, would like to see more transparency and fairness when there are promotional opportunities announced.

IV. Approve Action Minutes of:

1. May 8, 2014

**ACTION: By consensus, the Committee approved the Minutes as submitted.**

V. REGULAR AGENDA:

Information Items:

1. Presentation and discussion on HR Director's memo of 5/8 on County's Family Friendly policies (James May).

**The Committee received the memo from James May, with the following comments:**

- **Policies in place are: Dependent Care Assistance Program, Paid Time Off, Telecommuting, Lactation in the Workplace, Employee Assistance Program Services, Childcare Resources, Take our Daughters/Sons to Work Day**

2. Presentation from Dr. Lisa Stewart, CSUMB Professor of Social Work, on the recent White House Summit for Working Families, highlighting policy considerations relevant to the County of Monterey.

**Dr. Stewart stated that flexibility in the worksite helps with retention; maintain costs for turnover and increases productivity. Paid leaves, equal pay, creating a career ladder, access to sick days were initiatives that were discussed at the Summit.**

3. Receive update from Human Resources regarding budget, staffing and plans for continued centralization of Human Resources.

**The Committee received the oral report from James May, with the following comments:**

- **Two key HR positions were cut during the current fiscal year's budget reductions that provided critical services in financial management and core HR services.**
- **Centralization Status report discussed.**
- **Developed the 3 year plan of HR's strategic plan.**
- **The Performance Evaluation project, On-Boarding process and a Communications Committee was developed.**
- **The HR Institute was implemented to give additional training to HR staff.**

**4. Update Version #13 of GAT (Goals/Accomplishments/Timelines) Report explained.**

***Action Item:*** Supervisor Parker would like to see a report on how many staff are located in central HR and in the other departments and what their job duties are.

VI. NEW BUSINESS/AGENDA ITEMS FOR FUTURE MEETINGS

None stated

VII. ADJOURNMENT

**ACTION:** The meeting was adjourned at 3:30 p.m.