



# Monterey County

Board of Supervisor HR  
Committee  
168 W. Alisal St., 2nd  
Floor, Monterey Rm.  
Salinas, CA 93901

## Action Minutes Board of Supervisors Human Resources Committee

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Wednesday, November 15, 2017

10:30 AM

Monterey Room, 2nd Floor

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### Call to Order

The meeting was called to order at approximately 10:50 a.m.

### Additions and Corrections

There were no additions or corrections.

### Public Comment Period

There were no public comments.

### Regular Agenda

#### Informational Items:

1. Receive an oral report on the Human Resources Department.  
*(Irma Ramirez-Bough, Director of Human Resources)*  
  
The Committee received a status update from Irma Ramirez-Bough, Director of Human Resources, on centralization efforts, work being conducted by Human Resources operational program areas, and departmental challenges.
  - Supervisor Parker expressed her concern with the responsibility for providing services going to the Human Resources Department without funding for conducting the services in some cases. She requested that the Budget Office look into the matter and report back on potential solutions at the next meeting.
  - Supervisor Parker requested a status update on outreach efforts between the Equal Opportunity Office and Human Resources Department.
2. Receive an oral report on Training and Succession Planning efforts.  
*(Dr. Yvonne Walker, HR Program Manager)*  
  
The Committee received a presentation from Dr. Yvonne Walker, Human Resources Program Manager, on training and succession planning efforts including a highlight of the County's workforce data and an overview of the employee lifecycle. Due to time constraints, the competency model portion of the presentation was moved to the next meeting.

#### Action Items:

3. Approve the Action Minutes from the Board of Supervisors Human Resources Committee meeting on April 19, 2017.
- ACTION: The Committee approved the action minutes from the meeting of April 19, 2017 by consensus.**
4. Discuss and consider the purpose and continued need of the Human Resources Centralization Steering Committee. Options for action include: (1) Status Quo, (2) Change Purpose, and (3) Dissolve.
- (Irma Ramirez-Bough, Director of Human Resources)*
- ACTION: The Committee received an overview of the history of the Human Resources Centralization Steering Committee by Kim Moore, Assistant Human Resources Director, and took the following actions:**
- Approved option 3, disbanding the Human Resources Steering Committee.
  - Directed staff to notify the Steering Committee members of the dissolution.
5. Discuss and consider the purpose and continued need of the Board of Supervisors Human Resources Committee. Options for recommendation to the Board of Supervisors include: (1) Status Quo, (2) Change Purpose, and (3) Dissolve.
- (Irma Ramirez-Bough, Director of Human Resources)*
- ACTION: The Committee received a brief overview of the history of the Board of Supervisors Human Resources Committee by Kim Moore, Assistant Human Resources Director, and took the following actions:**
- Approved option 1 (Status Quo), continuing with the current Human Resources Committee.
  - Directed staff to establish a quarterly schedule for future committee meetings.

### **New Business/Future Agenda Items**

The Committee requested that the following be added to the next meeting agenda:

- 2018 Quarterly Meeting Schedule
- Presentation on Competency Model
- Report on the Morale Survey
- Report from Budget Office on potential funding sources to support additional HR services being absorbed by Central HR Department.

### **Adjournment**

The meeting was adjourned at 11:59 a.m.

- Copies of staff reports or other written documentation relating to items referenced on this agenda and/or submitted after distribution of the agenda packet are on file and available for public inspection at the Human Resources Department, Monterey County Government Center, Administrative Building, 168 West Alisal Street, 3rd Floor, Salinas.
- Meetings of the Board of Supervisors Human Resources Committee are accessible to individuals with disabilities. The Administration Building and Monterey Conference Room are wheelchair accessible. Please contact the Monterey County Equal Opportunity Office at 831-755-5117 if you need assistance or accommodations in order to participate in a public meeting or if you need the agenda and public documents modified as required by Section 202 of the Americans with Disabilities Act.
- The following services are available when requests are made by 1:00 p.m. of the Friday before this noted meeting: American Sign Language interpreters during a meeting, large print agenda or minutes in alternative format.
- For questions, please contact Karina Bokanovich, Monterey County Human Resources Department, at 831-755-5115.