



HUMAN RESOURCES BOARD

Meeting Minutes
Monday, January 4, 2010

Opening:

The regular meeting of the Human Resources Board was called to order at 4:00 p.m. on Monday, January 4, 2010 in the City Hall 5th Floor Large Conference room by Chairperson Erin House.

Present:

Excused Absence:

Unexcused Absence:

[Arthur Butler
Bob Gordon
Ellie Bennett
Erin House
Jackalyn Rawlings
Norman Powell
Robin Treen (Arrived 4:47 p.m.)
Rosetta Runnels (Arrived 4:42 p.m.)
Woodie Rucker-Hughes (Arrived 4:17 p.m.)
Rhonda Strout
Jeremy Hammond
Lori Meyers]

Public Comment Period: Mary Shelton addressed the Board.

A. Approval of December 7, 2009 Minutes

Motion to approve: Ellie Bennett
Second: Bob Gordon
Ayes: All

B. Agenda Items

1. Department Presentation Guidelines – Erin House, Chairperson

- Chairperson Erin House addressed the Board's desire to revise the Department Presentation Guidelines in light of questions raised by the Board at previous meetings.
- The HR Board discussed the current presentation criteria along with possible changes.
- Vice Chair Ellie Bennett suggested that an ad-hoc committee be formed to address the Board's questions and concerns. Chairperson Erin House assigned Vice Chair Ellie Bennett, Norman Powell and Woodie Rucker-Hughes to the committee. A Human Resources representative has been requested to be present at the meetings to provide staff support.

2. HR Board Retreat (January 8, 2010) – Erin House, Chairperson

- Chairperson Erin House reminded the Board that the Board retreat would be held at Kountry Folks Restaurant on Friday January 8, 2010 at 5:00 p.m.

3. Human Resources Director Updates – Rhonda Strout, Human Resources Director

Review of Development Department Employment Statistics

- Human Resources Director Rhonda Strout provided the Board with statistics that were responsive to the Board’s request arising from the Development Department Director’s presentation last month.
- The HR Board discussed the Development Department’s sick leave usage and Department turnover for the previous year.
- Vice Chair Ellie Bennett suggested that Development Director Deanna Lorson meet with Human Resources Director Rhonda Strout and create an Action Plan to address the Board’s concerns.
- A formal update is expected by Development Director Deanna Lorson in six months.

Updates on Lay-offs within the City

- Human Resources Director Rhonda Strout stated that there were no additional lay-offs since she last reported on this topic.

4..Issues for Future Discussion – Erin House, Chairperson

- Ad-hoc Committee – Department Presentation Guidelines
- Police Department Presentation – February 1, 2010]

Next Meeting: February 1, 2010, City Hall 5th Floor Large Conference Room.

Adjournment: Meeting was adjourned at 5:11 p.m. by Chairperson House.

Minutes submitted by: Lori Meyers _____