



HUMAN RESOURCES BOARD

Meeting Minutes
Monday, April 5, 2010

Opening:

The regular meeting of the Human Resources Board was called to order at 4:02 p.m. on Monday, April 5, 2010 in the City Hall 5th Floor Large Conference room by Chairperson Ellie Bennett.

Present:

Bob Gordon
Rosetta Runnels (Arrived 4:15 p.m.)
Ellie Bennett
Erin House
Jackalyn Rawlings
Norman Powell
Robin Treen
Rhonda Strout
Jeremy Hammond
Colene Torres

Excused Absence:

Arthur Butler

Unexcused Absence:

Woodie Rucker-Hughes

Guests:

No guests present.

Public Comment Period: No comments made.

A. Approval of March 1, 2010 Minutes

Motion to approve: Robin Treen
Second: Bob Gordon

There was an amendment to the minutes requested by Board Member Norman Powell. The parties amended the motion as stated.

Ayes: All

B. Agenda Items

1. Human Resources Board Presentation to the City Council – Ellie Bennett, Chairperson

- Human Resources Director Rhonda Strout reviewed a summary of HR Board Accomplishments from July 2008 to April 2010.
- Board Member Bob Gordon indicated that he would like the accomplishment list to include the Economic Stimulus Package that the City received for the SWEPP Program.
- Chairperson Ellie Bennett indicated that Board Member Erin House should present this presentation to the City Council, as these accomplishments took place under his tenure as chair.

2. Human Resources Board Role Clarification – Ellie Bennett, Chairperson

- Deputy Human Resources Director Jeremy Hammond provided the Board with a verbal overview of a City Council Memorandum that was handed out to the Board regarding Human Resources Board History, Membership and Responsibilities.
- Deputy Human Resources Director Jeremy Hammond provided the Board with an overview of a Human Resources survey that was obtained from the City of Newport Beach. The survey described the roles and duties of other HR Boards and Commissions.
- The Board agreed that next month's meeting will be devoted to discuss the Boards role and the draft presentation to the City Council.

3. Police Chief Recruitment – Ellie Bennett, Chairperson

- Human Resources Director Rhonda Strout informed the Board that Roberts Consulting Group Inc. will be handling the recruitment for Police Chief.
- Chairperson Ellie Bennett suggested that Deputy Human Resources Director Jeremy Hammond draft a letter to City Manager Brad Hudson offering the Board's assistance in the recruitment and selection process for Police Chief. Board Member Erin House motioned the suggestion as stated and it was seconded by Board member Robin Treen. The motion passed unanimously.

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

- As a follow-up to a question raised at the last Board meeting, Human Resources Director Rhonda Strout presented the Board with statistics regarding the current number of City employees.
- The Human Resources Board received information regarding the number of lay-offs within the City of Riverside since the last meeting.
- Human Resources Director Rhonda Strout noted that there have been two additional lay-offs since the last report.
- Human Resources Director Rhonda Strout also noted that one employee that was previously laid off was rehired into a different position in a non-general fund department and two other displaced employees were brought back on a temporary basis.
- Human Resources Director Rhonda Strout informed the Board of the RFP process for the City's Health and Benefit's Consultant. HUB International is the current consultant and their contract will expire June 30, 2010.

5. Issues for Future Discussion

- Discussion of the Board's role
- Presentation to the City Council

Next Meeting: May 3, 2010, City Hall 5th Floor Large Conference Room.

Adjournment: Meeting was adjourned at 5:05 p.m. by Chairperson Bennett.

Minutes submitted by: Colene Torres _____