



HUMAN RESOURCES BOARD

Meeting Minutes
Monday, November 5, 2007

Opening:

The regular meeting of the Human Resources Board was called to order at 4:00 p.m. on 11/5/2007, in the City Hall 5th Floor large conference room by Chairperson Erin House.

Present:

Ellie Bennett
Arthur Butler
Bob Gordon
Anthony Harris
Jeremy Hammond
Erin House
Norman Powell
Jackalyn Rawlings
Woodie Rucker-Hughes
Rhonda Strout

Excused Absence:

Rosetta Runnels

Unexcused Absence:

Guests:

Dave Dominguez, Deputy Chief, Riverside Police Department

Mike Perea, Lieutenant, Riverside Police Department

Mary Shelton, Riverside Resident

A. Approval of Minutes

Approval of October 9, 2007 minutes.

Motion to approve: Bob Gordon

Second: Ellie Bennett

Ayes: All

Approval of October 22, 2007 (Public Hearing) minutes.

Motion to approve: Ellie Bennett

Second: Bob Gordon

Ayes: All

B. Agenda Items

6. Department Presentation – Dave Dominguez, Deputy Chief, Riverside Police Department

- Deputy Chief, Dave Dominguez provided an update to the HR Board regarding the Police Department.
- Deputy Chief Dominguez stated that he appreciates the outstanding relationship that the Police Department has with Human Resources.
- During the presentation Deputy Chief Dominguez:
 - Reviewed the Police Department Organizational Chart.
 - Stated that all of their mandates have been met.
 - Reviewed and clarified the staffing plan.
 - Stated that promotional opportunities within the Police Department do exist.
 - Stated that the Riverside Police Department is striving to create a workforce that reflects the diverse community of Riverside; however it was noted that attracting females to the Police force has been difficult.
 - Stated that Riverside has a young police force with the average age of patrol officers being 23-25.
 - Stated that the RPD is working on updating their fleet force: 20 new cars have been ordered; newer equipment is needed and being sought.

7 & 8. Employee Relations update/Follow up to the HR Board's request for statistical information – Rhonda Strout, Human Resources Director

- Human Resources Director Rhonda Strout clarified the role of the Employee Relations Office as well as provided follow up information that the HR Board requested.
- During the presentation, Rhonda:
 - Provided clarification of the grievance filing process, discussing avenues that individuals may choose to use.
 - Mentioned that past statistical data regarding grievances and complaints were not available due to a previous non-centralized approach to complaint processing and record keeping.
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- HR Board members expressed concern about that availability of past documents; Rhonda stated that current efforts by the Employee Relations office have created a solid record-keeping process which will ensure the department has accurate statistical information to refer to in the future and from which to draw comparisons.

Adjournment:

Meeting was adjourned at 5:18 p.m. by Chairperson Erin House.

Next Meeting:

December 3, 2007, 4:00 p.m. City Hall 5th Floor large conference room.

Minutes submitted by: Anthony "Tony" Harris _____