



HUMAN RESOURCES BOARD

Meeting Minutes
February 5, 2007

Opening:

The regular meeting of the Human Resources Board was called to order at 4:05 pm on February 5, 2007, in the City Hall 5th floor large conference room by Chairperson Erin House.

Present:

Ellie Bennett
Bob Gordon
Erin House
Janis Leonard
Woodie Rucker-Hughes
Rhonda Strout
Ofelia Valdez-Yeager

Excused Absence:

N/A

Unexcused Absence:

Linda Ammeraal
Deanna Brown

A. Approval of Minutes

Approval of January 8, 2007, minutes with removal of Ellie Bennett from the "Absent" column.

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

B. Open Issues

5. HR Board Web Page.

Add the following:

- a. Verbiage stating that the public has the right to attend.
- b. Mission Statement.
- c. Verbiage stating employees have the right to either bring issues to the Board, or via email.
- d. Title of Chair and Vice-Chair.
- e. Rhonda Strout and Janis Leonard to the Roster list.

Motion to accept web page with proposed language pending Board modifications and approval by Chair.

Motion to approve: Ofelia Valdez-Yeager
Second: Ellie Bennett
Ayes: All

6. Human Resources Update.

Re-run the EEO reports extracting the temporary employees.

7. "24 hour notice" rule on absences.

The Board directed Rhonda Strout to meet with the Governmental Affairs Committee regarding unexcused absences.

Motion to approve: Ellie Bennett
Second: Ofelia Valdez-Yeager
Ayes: All

8. Follow-up: Library presentation.

Janis Leonard provided follow-up information in memo-format as an attachment to the monthly letter to the Board Members.

9. Reminder of March elections.

Woodie Rucker-Hughes noted this is Ofelia Valdez-Yeager's last meeting. Chairperson Erin House thanked her very much for her service.

C. Agenda for Next Meeting

1. Follow-up to item number 6.

Next Meeting:

March 5, 2007, City Hall 5th floor large conference room.

Adjournment:

Meeting was adjourned at 5:20 pm by Chairperson Erin House.

Minutes submitted by: Janis L. Leonard Janis L. Leonard