



HUMAN RESOURCES BOARD

Meeting Minutes
April 2, 2007

Opening:

The regular meeting of the Human Resources Board was called to order at 4:11 pm on April 2, 2007, in the City Hall 5th floor large conference room by Chairperson Erin House.

Present:

Ellie Bennett
Arthur Butler
Bob Gordon
Erin House
Janis Leonard
Woodie Rucker-Hughes
Rhonda Strout
Robin Treen

Excused Absence:

N/A

Unexcused Absence:

Rosetta Runnels

Introductions for new member, Mr. Arthur Butler.

Guests:

Mylene Daniels, Leo Gonzalez, Miriana Gonzalez, Amy Haug, Xochitl Padilla, Andrea Rodriguez.

A. Approval of Minutes

Approval of March 5, 2007, minutes.

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

B. Open Issues

5. Update from Parks, Recreation and Community Services Department

Rhonda Strout provided an update to show the number of permanent employees.

6. Human Resources Department update

- Administration/Classification and Compensation (Miriana Gonzalez).
 - Administration: Implementation of electronic forms.
 - Classification and Compensation: Received proposed classifications and job descriptions.
- ***Erin House asked for results to be shared with the Board.**
- Benefits (Xochitl Padilla).
 - Drug and Alcohol/Reasonable Suspicion.
- Employee Relations/IT (Mylene Daniels).
 - Grievance tracking program.
- Recruitment & Selection (Amy Haug).
 - Training update and advertisement tools.

Break in presentation:

Erin House stated he had been contacted by various Board Members regarding the police promotions mentioned during the City Council meeting on Tuesday, March 27, 2007.

After brief discussion, the Board requested that this item be placed on the next HR Board agenda, and that the next department presentation be pushed out one month.

Ellie Bennett left meeting at 5:40 pm.

Continuation of presentation:

- Training & Development (Andrea Rodriguez).
 - City-wide electronic training and Youth/Community programs.

Next Meeting:

May 7, 2007, City Hall 5th floor large conference room.

Adjournment:

Meeting was adjourned at 5:52 pm by Chairperson Erin House.

Minutes submitted by:

Janis L. Leonard

