

FTR Log Notes

Description	Rule Update Meeting		
Date	8 /28/2008	Location	Rule Update Meetings
Time	Speaker	Note	
<u>9:27:20 AM</u>	Equipment Test		
<u>10:02:15 AM</u>	Jay Salter	Call to Order; brief discussions regarding absences and recording equipment.	
<u>10:04:18 AM</u>	Jay Salter	Asks Ms. Duke how she sees the rule update process proceeding and what level of support she is able to provide to the Commission; Ms. Duke responds.	
<u>10:05:25 AM</u>	Gail Wilcox	Comments on the Administrative Office's discussions regarding Ms. Duke's involvement with the rule update process.	
<u>10:06:41 AM</u>	Dori Duke	Responds to Ms. Wilcox's comments.	
<u>10:07:51 AM</u>	Dori Duke/Gail Wilcox	Will clarify with Administration Ms. Duke's role.	
<u>10:08:36 AM</u>	Jay Salter/Dori Duke	Discusses HR Department's level of support for the rule update process.	
<u>10:10:58 AM</u>	Gail Wilcox/Kimm Daniels/Dori Duke	Addresses HR/County priorities and workload for HR staff.	
<u>10:12:47 AM</u>	Tony Krause	Comments on Ms. Hossl's previous role in the rule update process.	
<u>10:13:40 AM</u>	Art Chapman	Inquires into the status of Rule 4.	
<u>10:14:28 AM</u>	Dori Duke	States that she has not located Ms. Hossl's final draft of Rule 4.	
<u>10:15:20 AM</u>	Art Chapman	States the Rule 4 final proposal going to the Commission and proceeding to formal negotiations is high priority.	
<u>10:16:06 AM</u>	Dori Duke	States that she will continue her attempts to locate the final proposed draft.	
<u>10:16:36 AM</u>	Gail Wilcox	States that if there is a delay in the rule process it shouldn't be more than a few months; just until a new HR director is hired.	
<u>10:17:58 AM</u>	Jay Salter	States that President Bergman and the rest of the Commission wish to proceed with the rule update without any delays.	
<u>10:18:48 AM</u>	Gail Wilcox	Responds to Commissioner Salter; comments on HR priorities.	
<u>10:19:21 AM</u>	Kimm Daniels	States that SLOCEA would like to proceed with the rule update and suggests the group discusses ideas on how to continue with the process; change meetings to once a month.	
<u>10:23:11 AM</u>	Art Chapman	Agrees that the process has been successful and should continue.	
<u>10:24:10 AM</u>	Ginger Fisher	Agrees and offers suggestions on how to proceed.	
<u>10:25:02 AM</u>	Gail Wilcox	Suggests moving forward; addressing Rule 11.	
<u>10:26:35 AM</u>	Art Chapman	Discusses use of the Commission's rule negotiator or alternate person to help compile the rules.	
<u>10:28:06 AM</u>	Kimm Daniels	Offers to assist with compiling the draft rules.	
<u>10:30:11 AM</u>	Jay Salter	Proposes that SLOCEA take over the job of compiling the draft rules; once Rule 4 is complete it can go to the Commission.	
<u>10:31:05 AM</u>	Kimm Daniels	Will compile Rule 4 draft for the Commission.	
<u>10:31:34 AM</u>	Jay Salter	Agrees to meet once a month until a new HR Director is hired; the Thursday immediately following the regular scheduled CSC meetings.	
<u>10:32:07 AM</u>	Dori Duke	Notes new meeting dates: September 25, 2008, October 23, 2008, and due to holidays November 20, 2008, and December 18, 2008 at 10:00 a.m. - 12:00 noon.	
<u>10:34:52 AM</u>	Jay Salter	States that we should proceed with Rule 11 while waiting for Rule 4 to come back to the Committee; summarizes his Rule 11 proposal.	
<u>10:36:53 AM</u>	Rita Neal	Provides legal opinion on Rule 11 proposal: County Ordinance 2.40.080(10) conflicts with proposed rule.	
<u>10:43:09 AM</u>	Group	Reviews the ordinance and discusses rule conflicts.	
<u>10:45:33 AM</u>	Gail Wilcox	States her opposition with the revised proposal; expects the same response from managers; suggests checking with Commission to ensure this is how they wish to proceed. [10:47 Amy Gilman, Supervisor Patterson's aide joins meeting].	
<u>10:47:37 AM</u>	Tony Krause Jay Salter	Agrees that County managers would object to the proposal; notes that in the past rules have been changed which required ordinance changes as well. Commissioner Salter would like to get input from the employee groups not represented at today's meeting.	

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<u>10:49:17 AM</u>	Susan Hoffman	Comments on conflicting rules; probationary employees' rights - Rule 13.02(a); evaluations.
<u>10:54:59 AM</u>	Art Chapman	Responds to Ms. Hoffman's comments regarding the practical part of the issue.
<u>10:56:54 AM</u>	Kimm Daniels/Ginger Fisher	Further comments on 13.02.
<u>10:59:34 AM</u>	Rita Neal	Comments on 13.02; property rights regarding feedback and evals.
<u>11:00:44 AM</u>	Art Chapman/Ginger Fisher	Asks Ms. Fisher about current supervisory guidelines for providing feedback to probationary employees; Ms. Fisher responds.
<u>11:02:46 AM</u>	Tony Krause	Comments on past practice regarding supervisor feedback being informal.
<u>11:03:19 AM</u>	Dori Duke	Further comments on supervisor feedback.
<u>11:05:51 AM</u>	Art Chapman	Break; return at 11:11.
<u>11:14:56 AM</u>	Jay Salter	Meeting reconvened.
<u>11:14:58 AM</u>	Art Chapman	Continues discussion on supervisor communications/property rights; summarizes his past experience with supervisory training;
<u>11:20:15 AM</u>	Gail Wilcox/Jay Salter	Responds to Commissioner Chapman's comments; encourages the Commission to address supervisory/expectation issues by supporting supervisory training programs; Commissioner Salter provides further comments.
<u>11:24:46 AM</u>	Art Chapman	Further comments on supervisory training.
<u>11:25:20 AM</u>	Ginger Fisher	Comments on past difficulties encountered in getting supervisory training in place.
<u>11:25:55 AM</u>	Dori Duke	Comments on resistance received and reasons for that resistance.
<u>11:28:26 AM</u>	Gail Wilcox	Further comments on training programs.
<u>11:28:55 AM</u>	Art Chapman	Comments on CSC's role to ensure that employees are treated fairly.
<u>11:30:56 AM</u>	Tony Krause	Comments on probation being an extension of the selection process.
<u>11:32:10 AM</u>	Gail Wilcox	States that everyone seems to agree on the basic issue; supervisors need to have proper tools in order set expectations and to provide feedback.
<u>11:33:42 AM</u>	Dori Duke	States that HR analysts are going to start checking in with their departments regarding their probationary employees.
<u>11:34:51 AM</u>	Art Chapman/Gail Wilcox	Discusses the Commission's willingness to support supervisory training and accountability.
<u>11:38:10 AM</u>	Jay Salter/Gail Wilcox	Discusses training for managers and supervisors and the importance of the CSC's support.
<u>11:40:49 AM</u>	Art Chapman/Rita Neal/Dori Duke	Discusses current law regarding how supervisors/depts should communicate with probationers; department accountability; clarity of rules.
<u>11:45:40 AM</u>		
<u>11:47:04 AM</u>	Art Chapman	Provides Ms. Fisher with feedback on the training program Admin was working on.
<u>11:47:42 AM</u>	Tony Krause	Comments on types of training programs.
<u>11:49:02 AM</u>	Gail Wilcox/Art Chapman	Expands on discussion regarding training programs; need for simplicity.
<u>11:50:04 AM</u>	Kimm Daniels	Addresses the option for managers to extend probationary periods.
<u>11:53:43 AM</u>	Dori Duke	Comments on extending probation.
<u>11:55:53 AM</u>	Art Chapman	Comments on extending probation.
<u>11:56:23 AM</u>	Ginger Fisher	Supports extending probation with HR's approval; cycle work.
<u>11:57:19 AM</u>	Kimm Daniels/Group	Comments on some positions needing a longer probation due to the type of duties and/or extensive training provided during the probationary period.
<u>11:58:44 AM</u>	Jay Salter	Summary: SLOCEA will put together final Rule 4 and bring it to Commissioner Chapman and Commissioner Salter to take to the Commission; he and Commissioner Chapman will consider the County's objection to his proposed Rule 11; the meeting schedule has been modified to one meeting per month - Thursday, immediately following the regular CSC meetings; Counsel will provide feedback regarding Commissioner Chapman's concerns; Commission Subcommittee will try to meet with BOS subcommittee regarding issues discussed today.

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<u>12:02:11 PM</u>	Jay Salter	Adjourned.
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