

			HR Committee Working Action Agenda					<i>Revision Date: 09/06/2013</i>
Budget / Action Category	Project	Status	Projected Resolution Date	Dates Critical	Process Point	Committee/Council Accountability	Action Needed	NOTES
					*Pending *Stalled	*Active *Complete	*Informational *Direction *RATIFICATION	<i>Note: Items involving contract negotiations or arbitrations may need closed session discussion prior to Committee and Council action.</i>
14030 Labor Relations:								
Valley Transit (Teamsters)								
	Mediation	Closed	6/5/2013	5/20/13 HR & 6/5/13 Council	Complete	Discuss and vote on Contract settlement as presented.	Ratification	Settlement reached. Union Ratification 5-19-13. Closed session at HR 5-20-13. Waiting for Council Ratification
	Prohibited Practice	Closed	6/5/2013	6/5/2013	Complete	Discuss	Ratification	W/D by union with contract ratification
	Grievance #2012-005 (7.5 hour rest period)	Closed	5/10/2013	3/19/2013	Complete	Discuss	Informational	W/D by union
	Grievance #2012-006 (Class Action-Sideletter elimination)	Closed	6/5/2013	6/5/2013	Complete	Discuss	Ratification	Resolved with contract ratification
	Grievance #2013-001 (Split position)	Closed	5/9/2013	4/29/2013	Complete	Discuss	Informational	W/D by union
Police (APPA)								
	Grievance #13-002 (New hire WRS)	OPEN	7/22/2013	4/16/2013	Active	Discuss	Informational	Hearing was held, briefs due in 45 days and then will await arbitrator decision.
Utilities (AFSCME)								
	Unit Clarification/Petition for Election	Closed	1/1/2014		Active	Discuss	Informational	Unit Certified-can bargain over base wages up to CPI-will need direction on approach. Opening session scheduled with unit on August 27, 2013.
Police/Fire (APPA/IAFF)								
	Bargaining-2014 Police	OPEN	1/1/2014		Active	Discuss and provide direction	Direction	Staff Preparing for Bargaining - Closed session with HR 9/23/13 for further direction
	Prep Phase	Closed		6/30/2013	Active			Educational session with HR Committee on Strategy-
	Open Bargaining	OPEN		9/1/2013	Pending			Waiting for dates from Union
	Active Bargaining	OPEN		10/01/2013-11/30/2013	Pending			
	Final Contract	OPEN		12/31/2013	Pending		Ratification	
	Bargaining-2014 Fire	OPEN	1/1/2014		Active	Discuss and provide direction	Direction	Staff Preparing for Bargaining - Closed session with HR 9/23/13 for further direction
	Prep Phase	Closed		6/30/2013	Active			Educational session with HR Committee on Strategy-
	Open Bargaining	OPEN		9/1/2013	Pending			Open session scheduled for September 12, 2013.
	Active Bargaining	OPEN		10/01/2013-11/30/2013	Pending			
	Final Contract	OPEN		12/31/2013	Pending		Ratification	

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	Bargaining-2014 AFSCME (Water and Waste Water)	OPEN	1/1/2014		Active	Discuss and provide direction	Direction	Staff Preparing for Bargaining - Closed session with HR 9/23/13 for further direction
	Prep Phase	OPEN			Active			
	Open Bargaining	OPEN		8/27/2013	Pending			Initial Meeting with Union 8/27/13
	Active Bargaining	OPEN		10/01/2013-11/30/2013	Pending			
	Final Contract	OPEN		12/31/2013	Pending		Ratification	Base wage only
	Court of Appeals Decision	Closed					Informational	Decision relates to bargaining insurance with Public Safety
14010 General Administration:								
Comp and Benefit Study								
	Comp Plan Framework (Grade order listing)	Closed	5/15/2013	05/06/2013 HR	Complete	Discuss and vote	Ratification	Council ratified May 15, 2013
	Steering Team:							
	Review Survey Data	Closed	5/21/2013		Complete			Decide & recommend strategy. Strategy recommended for establishment of Control Point and direction provided to Consultant.
	Review Benefits Data	Closed	6/19/2013	6/10/2013 HR	Complete			Decide and recommend strategy. Strategy and data provided to Council
	Recommend final policy	OPEN	9/18/2013	9/9/13 HR	Pending			Policy draft to be presented to HR Committee 9/9/13 and Council 9/18/13
	Final Compensation Plan	Closed	9/4/2013	08/26/2013 HR	Pending	Discuss and vote	Ratification	Plan approved by Council 9/4/13
	Implementation	Closed			Pending		Ratification	Council approved 9/4/13
	Compression	OPEN			Pending		Ratification	HR staff working on analyzing compression issues.
	Non-Benefit Pay Plan	OPEN	9/18/2013	9/09/2013 HR	Pending	Discuss and vote	Ratification	Final Non-Benefit Employee Pay Plan Recommendations-pending Adoption of Benefit Comp Plan
	Consultant:							
	Calculate Control Point	Closed	6/3/2013	6/10/2013 HR	Complete	Discuss and vote	Ratification	Council approved Control Point Recommendations
	HR Staff Review Consultant Recommendation	Closed	6/19/2013	6/10/2013 HR	Complete	Discuss and vote	Ratification	Council approved Control Point Recommendations
	Policy Team:							

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	Review policy and appeals process	Closed			Complete			Team reached consensus on pay plan recommendation- recommendation moving to Steering Committee.
PE System Implementation	Performance Management System	OPEN			Active		Informational	HR Working on training employees on PE system.
Health Care Reform	Strategic Impact Study Update #1	Closed	6/19/2013	06/19/13 Council	Active		Informational	Update to Council on HCR completed
	Strategic Impact Study Update #2	Closed	9/4/2013	09/04/13 Council	Active		Informational	Update to Council on HCR completed
Policy Updates-2013	Complaint Procedure	Closed	6/30/2013	07/15/13 HR	Complete		Ratification	Council Review
	Electronic Communication	Closed	6/30/2013	07/15/13 HR	Complete		Ratification	Council Review
	I-9	Closed	6/30/2013	07/15/13 HR	Complete		Ratification	Council Review
	Code of Conduct	Closed	6/30/2013	7/15/13 HR	Complete		Ratification	Council Review
	Salary Administration	OPEN	6/30/2013	09/09/13 HR	Active		Ratification	Moving to HR Committee and Council
	Asbestos	Closed	9/30/2013	08/12/13 HR	Complete		Ratification	Council Review
	Risk Management	OPEN	9/30/2013	09/09/13 HR	Active		Ratification	Moving to HR Committee and Council
	Valley Transit-Drug Free Workplace Act	OPEN	9/30/2013	09/09/13 HR	Active		Ratification	Moving to HR Committee and Council
	Trenching & Excavation	Closed	9/30/2013	08/12/13 HR	Complete		Ratification	Council Review
	Goal/Development	OPEN	9/30/2013	10/07/13 HR	Active		Ratification	HR Staff Reviewing
	Forklift	Closed	9/30/2013	08/12/13 HR	Complete		Ratification	Council Review
	Training & Development	OPEN	12/31/2013	01/13/14 HR	Active		Ratification	HR Staff Reviewing
	HIPAA	OPEN	12/31/2013	01/13/14 HR	Active		Ratification	HR Staff Reviewing
	Attendance	OPEN	12/31/2013	01/13/14 HR	Active		Ratification	HR Staff Reviewing
	Media	OPEN	12/31/2013	01/13/14 HR	Active		Ratification	HR Staff Reviewing
	Conditions of Employment	OPEN	12/31/2013	01/13/14 HR	Active		Ratification	HR Staff Reviewing
14020 Recruitment	Ongoing Recruitment Processes	OPEN			Active		Informational	Please refer to the Recruitment Status Report
14040 Staff Development & Training	Ongoing Training and Staff Development	OPEN			Active		Informational	Please refer to the 2013 Budget for objectives