

			HR Committee Working Action Agenda					Revision Date: 08/20/2013
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	Note: Items involving contract negotiations or arbitrations may need closed session discussion prior to Committee and Council action.
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	OPEN	1/1/2014		Active	Discuss	Direction	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	OPEN	1/1/2014		Active	Discuss and provide direction	Direction	Staff Preparing for Bargaining
	Prep Phase	OPEN		6/30/2013	Active			Educational session with HR Committee on Strategy-
	Open Bargaining	OPEN		9/1/2013	Pending			Will schedule opening session after Interim Fire Chief is appointed. Fire scheduled for opening session on September 12, 2013.
	Active Bargaining	OPEN		10/01/2013-11/30/2013	Pending			
	Final Contract	OPEN		12/31/2013	Pending			
	Court of Appeals Decision	Closed					Informational	Decision relates to bargaining insurance with Public Safety

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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		8/14/2013 and 8/15/2013	Pending			Policy draft presented to Director Team on August 19, 2013. Awaiting Director feedback.
	Final Compensation Plan & Policy Recommendations	OPEN	9/4/2013	08/26/2013 HR	Pending	Discuss and vote	Ratification	Final Pay Plan presented to HR Committee on August 26, 2013.
	Implementation	OPEN			Pending		Ratification	Discussion on team implementation plan with HR Committee on August 26, 2013
	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:							
	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.

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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	OPEN	9/4/2013	09/04/13 Council	Active		Informational	Update to Council on HCR
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
	Interpreters	Closed	12/31/2013	01/13/14 HR	Complete		Ratification	Council Review
	Salary Administration	OPEN	6/30/2013	09/09/13 HR	Active		Ratification	HR Staff Reviewing
	Asbestos	OPEN	9/30/2013	08/12/13 HR	Complete		Ratification	Council Review
	Risk Management	OPEN	9/30/2013	10/07/13 HR	Active		Ratification	HR Staff Reviewing
	Trenching & Excavation	OPEN	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	OPEN	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