

Personnel Policy Committee

Date		June 11, 2010		Time Called to Order: 12:14			
Committee Member		Present	Absent	Staff:		Present	Absent
Machell DePina	City of Keizer	X		Machell DePina	Human Resources	X	
Lore Christopher	Mayor	X		Cathy Meeks	Human Resources	X	
Richard Walsh	Councilor	X					
David McKane	Councilor	X					

Agenda Item				Action Taken
Approval of Minutes		X		Approved
Review of Cover Memo	X	X	X	Machell reviewed cover memo – Some discussion on the following items as group progressed through the memo: Compensation/Class Review of Lieutenant COBRA Extension – currently no one enrolled. FMLA – Currently 8 open events, coverage through shared staffing strategies, etc. Retirement – PERS counseling options discussed & recommended. Open Enrollment – New vendor for 125 accounts. Labor Relations – Grievance discussion – to be put on Next Time Around doc for bargaining. Health & Wellness – CCIS Training – available to Council. Policy & Procedures – New Policy Manuals distributed. Fitness Center – Maintaining Employee Only status. IEOP – Updated and finalized for distribution & online posting.
Other Business				
<i>Letter of Reference - Only HR provides references by policy – reminder at DH mtg – referenced recent \$200k wrongful term award.</i>				
<i>Cell Phone Policy – How many City employees receive stipend vs. city issued phones? PPC concern that any business use makes all use “discoverable” in court cases, even if on personal phone. What is the risk vs. the benefit? Item for future discussion...</i>				
<i>Availability for August meeting – Rich not available on the 18th – Group agreement to reschedule meeting to August 25th.</i>				
<i>Archive Note: Cover Memo attached to Minutes, PPC Notebook available to view upon request to Human Resources Director.</i>				
Next Meeting: August 25, 2010		Adjourned: 1:44 pm		Minutes Approved: August 25, 2010