

## ACTION AGENDA

### REGULAR SESSION OF THE EMPLOYEE COUNCIL MEETING WEDNESDAY, MAY 9, 2018 COCHISE COUNTY BOARD OF SUPERVISORS HEARING ROOM

ACTION AGENDA OF THE REGULAR SESSION OF THE CITY OF BISBEE EMPLOYEE COUNCIL HELD ON WEDNESDAY, MAY 9, 2018 AT 10:00 A.M. IN THE COCHISE COUNTY BOARD OF SUPERVISORS HEARING ROOM, 1415 MELODY LANE, BLDG G, BISBEE, ARIZONA.

Meeting Called to Order at 10:02 AM

#### ROLL CALL

Yvonne Ward	Finance - P	Rochelle Davis	Queen Mine Tour - P
Nina Williams	City Clerk's Office, Chair - P	Joe Ward	Community Development - P
Ramon Borbon	Fire Dept. - P	Alison Williams	Library - P
Kevin Pacheco	Fire Dept. – A (excused)	Sue Vetter	PW - Wastewater Dept. - P
Andrew Deford	Police Dept. – A (excused)	Matthew Gurney	PW – Streets - P
Brian Swan	Police Dept. - A	Daniel S. Duchon	Staff Liaison - P

THE FOLLOWING ITEMS WERE DISCUSSED, CONSIDERED AND/OR DECIDED UPON AT THIS MEETING:

1. Presentation and discussion:
  - a. Proposed org chart changes – Robert Smith, City Manager  
Mr. Smith and Mr. Duchon discussed the proposed org chart changes, the current work group and answered questions. Employees voiced concerns about the budget, and the HR function taking on additional duties.
  - b. Legal considerations – Elda Orduno, City Attorney  
Ms. Odruno discussed legal considerations of changes to the HR function, the complaint procedures and answered questions.
  - c. Discussion and Possible Approval - Employee Council statement regarding org chart changes  
No vote was taken.
2. Open Meeting Law Presentation – Nina Williams, Deputy Clerk  
Ms. Williams discussed open meeting law and how it applied to the Employee Council.
3. Election of a vice-chair.  
Yvonne Ward nominated Alison Williams as the Vice-Chair.  
Vote: unanimous
4. Updates and discussion of the City of Bisbee draft FY 18/19 Budget – Finance Department

Mr. Duchon discussed the budget stating the COLA was still in, but the gym stipend was not, and there are no other changes since last update to employee council.

5. Discussion and solicitation for input:

- a. PTO Cash-out Policy – Daniel S. Duchon, Personnel Director
- b. Internal Promotion & Appointment Policy - Daniel S. Duchon, Personnel Director
- c. Certification Pay Adjustments - Daniel S. Duchon, Personnel Director
- d. Gym stipend update

Mr. Duchon presented and requested input from employees on the policy research being conducted by City Staff.

6. Discussion of future agenda items: None

COMMENTS: None

ADJOURNMENT: 11:48 AM