

ACTION AGENDA

SPECIAL SESSION OF THE EMPLOYEE COUNCIL MEETING WEDNESDAY, JANUARY 9, 2019 COCHISE COUNTY BOARD OF SUPERVISORS HEARING ROOM

AGENDA OF THE SPECIAL SESSION OF THE CITY OF BISBEE EMPLOYEE COUNCIL THAT WAS ON WEDNESDAY, JANUARY 9, 2019 AT 10:00 A.M. IN THE COCHISE COUNTY BOARD OF SUPERVISORS HEARING ROOM, 1415 MELODY LANE, BLDG G, BISBEE, ARIZONA.

ROLL CALL

| | | | |
|-------------------|----------------------------|----------------------|-----------------------|
| Yvonne Ward - P | Finance | Rochelle Davis -P | Queen Mine Tour |
| Nina Williams- P | City Clerk's Office, Chair | Joe Ward - P | Community Development |
| Ramon Borbon - P | Fire Dept. | Alison Williams - P | Library |
| Andrew Deford - P | Police Dept. | | |
| Jay Ritchie - P | Police Department | Daniel S. Duchon - P | Staff Liaison |
| Absnet | Public Works | | |

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

1. Discussion and approval of the minutes of the November 14, 2018 meeting of the employee council.

Motion: Nina Williams moved to approve the action agenda of the November 14, 2018 employee council meeting.

Second: Rochelle Davis

Motion Passed: Unanimously

2. Cochise Combined Trust presentation and employee question and answer session.

Stephanie Moore of the Cochise Combined Trust presented on health insurance options offered by the trust. Employees asked questions.

3. Discussion regarding hostility directed towards City Staff by members of our City Council.

Several members of the employee council discussed some comments made by city council members at meetings in December 2018, offering varying perspectives and insight.

4. Discussion and possible recommendation of proposed policy amendments:
 - a. Definitions Section
 - b. Hiring Contingencies
 - c. Hiring Policy
 - d. Internal Hires

- e. Light Duty – Return to Work
- f. Probation Policy
- g. Alternative Appointments
- h. Volunteers
- i. Harassment Policy Update
- j. Whistleblower Policy
- k. PTO Cash-out
- l. Nepotism and Conflict of Interest Policy Update

Mr. Duchon presented on the above listed proposed policy amendments. Items a through h were previously presented to the Employee Council. Items i through l were new items to the Employee Council. Members of the council discussed the policies and offered adjustments.

Motion: Ramon Borbon moved to make a recommendation to City Council to adopt all the policies brought forth (a through l) including the verbal adjustments recommended by the employee council.

Second: Alison Williams **Motion Passed:** Unanimously

COMMENTS

Proposal/recommendation of a sick leave bank or sick leave donation policy.

ADJOURNMENT

Motion: Alison Williams moved to adjourn

Second: Joe Ward **Motion Passed:** Unanimously

Adjourned at 11:35 am