

CITY OF DOUGLAS MERIT SYSTEM BOARD
MEETING MINUTES
September 5, 2019

1. CALL TO ORDER: 3:50 pm

2. ROLL CALL:

MEMBERS PRESENT: Paul Villareal, Gilbert Aguilar, Michael Gutierrez

MEMBERS ABSENT: Frank Guerrero

OTHERS PRESENT: Jerene Watson, City Manager
Rocio Garcia-Pedroza, Human Resources Manager

3. DISCUSSION/INPUT REGARDING THE CHANGES RECOMMENDED FOR THE CITY'S PERSONNEL RULES AND REGULATIONS.

Ms. Garcia-Pedroza asked the members if they had any questions regarding the rule changes proposed as they had been provided to them with an explanation.

Mr. Aguilar stated that he had no questions as it was clearly outlined what the changes were and most of them were due to state law changes.

Mr. Villareal agreed with that statement and that he did not have questions.

Mr. Gutierrez asked about the financial implication regarding increasing the call out hours from 2 to 3 for the rest of the employees. Ms. Garcia-Pedroza indicated it was hard to determine an amount as the time recorded in the timesheets was all inclusive and did not separate by overtime classification. Ms. Watson added that the hours are minimal and would not have a significant impact. Ms. Garcia-Pedroza also clarified that outside of the Police Department who were already at 3 hours, the divisions that had the most call outs would be Water and Waste Water and they had their own funding source.

Ms. Garcia-Pedroza asked if there were any questions. No questions were raised.

Ms. Garcia-Pedroza asked if they agreed with the changes proposed and all members said yes.

Ms. Garcia-Pedroza went on to explain a concept that had been discussed at length by the Employee group, but eventually did not make it into the recommended changes. Ms. Garcia-Pedroza explained that it had to do with creating a donation of leave bank for employees to use when needed. She explained we already have a provision for employees to donate directly and that would continue. The talk originated with the concept that instead of losing vacation hours at the end of the year because they are over the max allowed for carryover to have those hours go into a donation of leave bank. Employees were then reminded that creating a different bank would add to the City's unfunded liability, which affect the City's bonding rate. The other component was that employees would not be able to request an additional carryover any longer. Employees then opted not to recommend adding a donation of leave bank.

Ms. Watson indicated we would be looking to see what other cities do specifically the 13 cities we compare ourselves to and possibly come up with a pilot program.

Mr. Aguilar indicated the idea of donation of leave could work and to see what options there were.

Ms. Garcia-Pedroza indicated if after doing an analysis it would become a recommendation we would let them know.

4. REQUESTS OF THE BOARD

Mr. Aguilar indicated about his availability for meetings is after 3:30pm and in the summer at any time.

No other requests.

6. PERSONS WISHING TO ADDRESS BOARD IN WRITING OR VERBALLY ON ANY ITEM NOT ON THE AGENDA

None

7. ADJOURNMENT

There being no further business to come before the board Gilbert Aguilar moved to adjourn the meeting. Michael Gutierrez seconded the motion. All were in favor. Motion passed.

Meeting was adjourned at 4:30 p.m.



Rocio Garcia-Pedroza, HR Manager