Tempe

Minutes
Tempe Merit System Board
February 10, 2016

Minutes of the Tempe Merit System Board meeting, held on Wednesday, February 10, 2016, 10:00 a.m., Human Resources conference room, 20 E 6th Street, Tempe, Arizona.

Board Members Present:
Dr. Russell Schoeneman, Chair (Alternate)
James P. Foley
Bill Munch
Cecil Patterson
Johnny Tse (Alternate)

City Staff Present:
Renie Broderick, Internal Services Director
Jon O'Connor, Deputy Internal Services Director – Human Resources
Melanie Stoddard, Executive Assistant to Human Resources
Ashley Hayashi, Human Resources Technician

Dr. Russell Schoeneman called the meeting to order at 10:03 a.m.

Item I - Chair Schoeneman addressed Agenda Item I, the executive session and public meeting minutes from September 9, 2015. Mr. Munch made a motion to approve the minutes as written; Mr. Foley seconded the motion.

The Board discussed the purpose of the meeting minutes. Board Member, James Foley questioned if it was necessary for staff to provide the high level of detail that is currently found in hearing minutes. Merit Board Secretary, Jon O' Connor, said it is sometimes helpful to have the detailed minutes; however, it is possible to purchase the hearing transcripts and audio recording from the court reporter. Mr. Foley recommended streamlining the process.

The minutes were approved.

Item II – New Board Member, Cecil Patterson, and Alternate Board Member, Johnny Tse, were welcomed to the Merit System Board. Internal Services Department Director, Renie Broderick, thanked the new members for their willingness to serve on the Board.

Item III – Motion to Adjourn to Executive Session. No action was taken.

Item IV – Board Members discussed minor revisions to the Merit System Board Guidelines and reviewed the roles and responsibilities of Board members and two new alternate members. The Board suggested providing uniformity between terms used in the Personnel Rules and the Guidelines. Board Member Cecil Patterson stated that adding definitions to the Guidelines could be a way to ensure consistency in both documents.

Mr. O'Connor said that the Guideline revisions have been reviewed and approved by the Board's Legal Counsel, David Niederdeppe.

Mr. Bill Munch made a motion to approve revisions to the City of Tempe Merit System Board Guidelines with the additional changes requested by the Board. Cecil Patterson seconded the motion. The motion was approved.

Item V – The group discussed the rotation and responsibilities of the Chair. Chair Schoeneman gave a brief overview of Chairs who have served in the past. Although, Mr. Patterson has considerable experience serving on boards, he asked not to be considered for Chair until he becomes more familiar with the Tempe process.

The Board discussed responsibilities of the potential Chair which includes sitting on the Public Safety Retirement System (PSPRS) Board and attending monthly meetings. Members explored options available through the City Code and agreed it is important to appoint a Chair who can attend PSPRS meetings on a consistent basis due to the complex nature of the meetings.

Motion by Jim Foley to appoint Bill Munch as the new Merit Board Chairperson; second by Cecil Patterson. The motion passed.

Item VI – The date of the Merit System Board Hearing for Michael Asher was confirmed for March 24, 2016. Alternates are welcome to attend to become familiar with the Merit Board process.

Item VII – Future agenda items include minor changes to the Personnel Rules and Merit System Board Guidelines for a possible March or April Board meeting. Members are welcome to attend telephonically.

Motion by Jim Foley to adjourn; second by Cecil Patterson. Motion passed unanimously on a voice vote 3-0. The meeting adjourned at 10:52 a.m.

Jon O'Connor
Local Board Secretary