

RECORD

PERSONNEL COMMITTEE

1.15.2014, 11:45 a.m., Little Rock Headquarters

The meeting was called to order by Chairman Pickard, who noted the presence of members Commissioners Scott and Baldrige. Also present were Director Woosley, Internal Auditor Brown and staff members Block, Basham, Vick and others.

Commissioner Pickard began by asking Director Woosley to clarify the purpose of the change to the carryover leave policy that had recently been approved by the commission, specifically, whether the change meant that employees with excess leave could use it as they saw fit, or if the leave was to be carried over and banked until the new Catastrophic Leave Policy was in place. Director Woosley responded that the purpose of the change to the carryover leave policy was to temporarily suspend the loss of excess leave. Commissioner Pickard stated that his understanding was that the purpose of the change was to allow employees to carry over their excess leave so that it could be placed into the Catastrophic Leave Bank once the program was established. Commissioner Pickard asked that no employee take advantage of the situation and that he be provided a list of leave taken by employees from January 1 until the establishment of the Catastrophic Leave Bank Policy.

Commissioner Pickard asked Commissioner Scott to update the committee regarding 360 evaluations. Mark Scott asked the committee's permission seek out possible vendors to explain the process. Commissioner Baldrige cautioned that the process must be open and cannot be exclusionary, that anyone who offers the service cannot be left out. Commissioner Scott said he would discuss the matter further with HR Director Basham and a meeting might be called prior to the next ALC meeting.

Commissioner Scott asked Director Woosley if there were candidates he was reviewing for the Public Affairs Officer position. Director Woosley stated that resumes are on his desk for review, probably within the next 30 days. He added that interviews had recently been held for the DBE (Diversity Business Enterprise/Internal Purchasing & Operations) Manager position and those interviews would be reviewed.

There being no further business, the meeting was adjourned.