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**EMPLOYEE RELATIONS BOARD**  
**DRAFT** Board Meeting Minutes  
March 24, 2006 12 Noon  
Harrigan Centennial Hall Building – Rousseau Room

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**A. CALL TO ORDER**

Mo McBride called the meeting to order at 12:00 P.M.

**B. ROLL CALL**

Members Present: Gary Paxton and Mo McBride  
Staff Support Present: Theresa Hillhouse and Diane Weaver

**C. WELCOME OF BOARD MEMBERS AND GUESTS**

Mo McBride welcomed guests present and reiterated the Board's goal of keeping the meeting within the time restraints of those on their lunch hour. She welcomed back Theresa Hillhouse, liaison attorney helping meetings to stay on track as to what we can and cannot do until we have our own attorney. She elaborated Theresa would be representing management during this time, that is clear, and that is always the case.

**D. PRESENTATION - None**

**E. APPROVAL OF MINUTES**

Gary interjected, for the record; he wants to make sure the minutes are available to employees so they can see them in a very convenient fashion. Theresa enjoined the best way to do that is have Human Resources put a slot on it's web page and scan it in as a PDF doc. She considered that would be the best effort, currently, until better organized.

MOTION: McBride/Paxton moved to approve minutes from the March 20, 2006 meeting.

ACTION: Minutes were approved.

**F. ADDITIONS/DELETIONS TO THE AGENDA – None**

**G. COMMUNICATIONS**

MOTION: McBride/Paxton moved that, at least, within 24 hours before each ERB meeting, the Board will receive, by an e-mail notice, the minutes of the prior meeting and an agenda for the upcoming meeting at the same time as all employees, including the hospital, and appropriate Administration.

ACTION: Motion passed.

Theresa reflected until minutes are approved by the ERB they are not official.

**H. REPORTS – None**

**I. PUBLIC PARTICIPATION (*each to be less than 10 minutes*)**

Tim White wondered if an unofficial copy of the minutes, since they are unofficial until approved by the ERB, as Theresa previously reflected, would be available for everyone in time to review for each following meeting? Theresa announced, "Yes". She elaborated they would just stamp "DRAFT" on them as they have got to have some caveat that they are not approved.

MOTION: McBride/Paxton moved to make minutes available in a timely fashion with DRAFT stamped on them.

ACTION: Motion passed.

Jeff Wheeler shared there are a majority of the employees who, even though some are probably silent, really appreciate the Board taking the time for employee relations. Gary contributed it is an important deal if we can do it right with the help of employees, Administration and the Board. He emphasized we need to get back to a place where there is good collaboration and partnership between the Administration and employees. He suggested we should work together. Jeff suggested that is what he believes Collective Bargaining is all about – mutual cooperation and for the betterment of everybody... for the community as a whole.

## **J. OLD BUSINESS**

### **1. Select third board member/Chairperson**

Those proposed for the final selection process were four, two chosen, by Mo, from Gary's list and two chosen, by Gary, from Mo's list. The final four, to select one from, were Grant Miller, Ed Conway, Nancy Cavanaugh, and Steve Will.

Mo reported she thought all names were very acceptable but had a preference not to have people on the Assembly nor City Boards. That way, she reasoned, they may come in fresher and more unbiased. Gary tried to get people who had an interest in both the City and employees and whom saw both sides. He submitted he was interested in someone who would be comfortable working with the Board and able to make sound judgments and choices. Gary stressed choosing one person from the list of well-qualified people was not an easy task.

MOTION: Paxton/McBride moved to accept Nancy Cavanaugh as the third board member.

ACTION: Motion passed.

Theresa indicated the City Clerk will notify and send a welcome to the new Board member and make sure she has the same package as is given to all Board members. She pointed out it's all right to tell Nancy Cavanaugh that she was selected, however. Mo and Gary designated, to the secretary, to call Nancy. They also requested the Secretary to send out thank you letters to all others for their effort in putting forth their names and for their willingness to serve.

### **2. Short overview of the process for groups coming forward**

See attached memo – RE: SGC 2.08.125 – Local Control of Labor Relations Through Collective Bargaining – ERB certification/decertification of employee organization

### **3. Short overview on what we see happening in this next process and how the Board will get involved as groups come forward with representation petitions**

See attached memo – RE: SGC 2.08.125 – Local Control of Labor Relations Through Collective Bargaining – ERB certification/decertification of employee organization

Mo thanked Theresa for her effort in presenting explanations of the attached memo.

**K. NEW BUSINESS**

Regarding a Request for Proposal (RFP), Theresa announced at the end of next week the Administrator would be back in town coinciding with the end of the budget cycle. There would be a meeting to determine how much money is on budget to get an RFP out for an Attorney. Hopefully, by next meeting we will have responses to an RFP and may be able to make that choice available.

**L. NEXT MEETING** – May 1, 2006 at 12:00 noon, Centennial Building, Maksoutoff Room (as of March 24<sup>th</sup>, Rousseau room was not available and other rooms too small)

**M. ADJOURNMENT**

MOTION: Paxton/McBride moved to adjourn the meeting.

ACTION: Meeting was adjourned at 12.58 P.M.

Respectfully submitted,  
Diane L. Weaver  
Secretary