Call to Order
The EAC Special Representative meeting to discuss the Human Resources Director’s performance review was called to order at 2:30 p.m. by Chair, Charles Toney. Keith Dekle, Employees’ Advisory Council Appointee to the Personnel Board, was present at the start of the meeting, provided input, and then had to leave.

New Business - Human Resources Director Performance Review
The Council was provided the performance review guidelines and the Performance Standards prior to the meeting as a method to uniformly provide input on the overall evaluation. Through discussion the Council rated the HR Director on each applicable area as outlined. Overall the Council commented that improvements could be made in the following areas:

a. HR Director should have a written plan with goals, timelines, strategic objectives and benchmarks.
b. More timely communication for any changes to healthcare. Examples include the surcharges and prescription changes.
c. Merit pay is a priority with employees. This topic has been brought up in discussions many times with little to no movement by HR.
d. Provide the EAC data prior to meetings on subjects to be discussed at the monthly meetings.
e. Retention of employees / exiting and transfer interviews may be helpful.
f. FACE not being used by all Appointing Authorities. Quarterly reviews should be occurring, yet not all departments are having conversations. Inconsistencies do not help morale.
g. Timely training of staff taking over positions for retiring staff.
h. Taleo issues still need to be resolved.
i. Develop monetary rewards for high achieving employees.

Training and Development is a strong area within Human Resources. HR personnel leading the courses do an excellent job communicating and creating enthusiasm for stakeholders.

Some areas on the evaluation form do not apply directly to interactions between the HR Director and the EAC. The Council would like to develop a slightly different evaluation for the Human Resources Director. Just as classified employees are to be reviewed quarterly, we feel the HR Director should be reviewed as often to ensure the benchmarks and timelines are being followed.

Adjourned
Richard Carvale made a motion to adjourn at 4:30. Bill Gorman seconded the motion.