

Personnel Committee
October 6, 2022

Present: Tom Walk (chair), Tina Stelling, Sally Conway, Carol Tuning, Carrie Knopf (ex officio)

Absent: Frank Hayes (gave notice), Gavriel Legynd

Staff: Colleen Miller, Steve Traubert, Randy Reus

The Committee discussed the proposal to go to a reduced work week. Members raised concerns about whether doing so will create an increased work load on supervisors, or will lead to a reduction in individual cases taken. Members noted that the reduced work week would be helpful in retaining and recruiting staff, and that there have been studies that show that production is not affected by it. Colleen emphasized that she sees it as a staff benefit, recognizing that our salaries cannot be competitive with the private sector or with state government. She urged that this should not be seen as a strategy to get staff to work harder. The committee recognized that the reduced work week does not mean any reduction in salaries. Steve reminded the committee that we did a reduced work week during the beginning of COVID for 10 weeks, so staff will not be unfamiliar with the idea if this done as a pilot program.

The Committee recommends that dLCV go to a 35 hour work week, beginning January 1, for a six month trial period. The committee emphasized that this is just a pilot program. There is no guarantee that it will be permanent. dLCV management will work out the details, including assuring adequate coverage during normal work hours. dLCV will track the impact on service requests, public-facing service, recruitment and retention, and supervisory burdens. Management will be certain to emphasize that this is a trial program only and that it does not mean any reduction in salaries.

The committee discussed dLCV's policy regarding the purchase of PTO, which states: Staff may elect to purchase up to 80 hours of additional PTO annually at the agency cost of such leave. The committee recommended that dLCV determine what the "cost to agency" means, so as to apply it consistently. The management team will develop a definition.

The committee discussed other recruitment and retention strategies, such as offering a bonus to staff who successfully recruit new employees, having formalized "recognition touch points," some of which could be done by the Board, and whether the compensation guidelines need to be updated to acknowledge the need for making counteroffers. No action was taken on any of the discussion items.