



Minutes

DSD Reform (Human Resources)

09 September 2015 (9:00 a.m. – 11:00 a.m.)

Location: Webb Building 4.G.4

Present:

- *Rory McLuster – OHR*
- *Diane Vertovec – OHR*
- *Dave Cushen – DOS*
- *Karen Niparko – OHR*
- *Emily Lauck – DOS*
- *Christopher M.A. Lujan – DOS*
- *Melissa Lopez – DOS*
- *D/S Chris Martinez – DSD*
- *Andi Blaustein – OHR*
- *Heather Britton – OHR*
- *Chief Connie Coyle– DSD*
- *Capt. Sonya Gillespie Carter – DSD*
- *Sgt. Toni Jones – DSD*
- *D/S Stephen Ortegon – DSD*

Agenda:

1. Update on status of revising Department Orders.
2. Update on status of addressing recommendations coming from Task Forces and other stakeholders.
3. Briefing on Recommendation 6.24 from Compensation Team.

Discussion:

Approval of minutes by COB tomorrow.

Compensation IPs

Compensation team met last week; meeting again next Tuesday 15 September to finalize draft of IP 6.24. They will submit new draft after next Tuesday meeting.

The current DO contains different minimum qualifications. The Compensation team is going to standardize how specialty units are selected, e.g MQs. This will impact the DOs listed in IPs for 6.23; 6.24; and 6.25.

The MQ and standardizing application process will change. This impacts Honor Guard; ERU; Gang Unit; FTO; Bilingual Pay; and CDL.

The application process will mirror the process for provisional assignments.

The MQ will be three years and no discipline within a certain period of time (TBD).



It will be posted on the intranet.

This group will be getting feedback from Alyx in OHR on how to screen these applications.

We are looking at the number of positions budgeted for each unit per year.

A d/s could reapply for an assignment again.

This does not impact provisional assignments.

What are the measurements being discussed on how this IP is succeeded? This is being discussed and will be included in a new draft of IP.

The group discusses how these changes will be communicated? The communication will occur through DO 5130 and 2115; through the sergeants; and through Power DMS (this highlights the changes in the DOs).

Power DMS will reflect that d/s read and understood the changes to the DOs.

Still working on changes for DO 5130 and these changes will be sent to M. Dulacki soon.

We will have to update IP 6.22 regarding specialty unit pay because collective bargaining started this week. Issues regarding pay may have to be pushed back to 1Q 2016.

The group agrees to change the due dates on Gantt chart from 9/30 to 12/30/15.

Wellness Recommendation.

Recommendation TF #3 is the same as IPs 6.17 and 6.18 and this group will be working on DOs through November.

TF #4 is covered under 6.13 (the Wellness Program).

TF #5 regarding alcohol and drug use—we are not pursuing self reporting. Instead, we are supporting providing more resources. We are looking at wellness instead of discipline.

AO 14—we are developing plan on this. Looking at developing platform for early intervention. One model is called EIIS; the DSD model is called Blue Team. Blue Team



is not working right now because it is not implemented properly. Tying this to IA is causing huge issues because this feels disciplinary instead of proactive.

The Wellness Group is looking at finishing draft on Employee Handbook for IP 6.20.

TF #7 anger and stress management: This wellness group is looking at presenting this at 9/21 meeting.

TF #6 mentorship program will be presented on 9/21.

We will need DOs for TF recommendations 4, 5, 6, 7.

A question was asked whether to start policy work now or wait till the hiring of a new Wellness Coordinator. The group felt that we can start drafting the DOs now and give the new Wellness Coordinator an opportunity to make changes when h/she comes on board.

Employee Handbook 6.20: We are still making changes to this document regarding wellness and resiliency changes and working towards making changes to the intranet.

Top five changes to Employee Handbook include:

- 1) Removed outdated content
- 2) Reorganized it to promote services
- 3) Identify core needs specific to d/s
- 4) Posting it online and linked to internet instead of paper; do not add to employee database like Power DMS because you are accessing peer support.
- 5) We are going to change the name (TBD) and branding (TBD).

The Chaplaincy Unit IP is looking at tracking sheet and Capt. Bruning is sheriff liaison for chaplaincy program.

Performance Management:

We need to update on how Departmental Order 2500 is progressing:

The changes have been made and given to Chief Kielar.

Chief Kielar is managing how these changes are being handled.

We are revising PEP plans for various positions and everything is still on schedule.

Next Meeting: 14 September 2015 9:00 – 11:00 a.m. Room 4.G.4