



Human Resources Committee Meeting

February 16, 2021 at 5:00 p.m.

Zoom Link: <https://fresnoeoc.zoom.us/j/85676072654>

Meeting ID: 856 7607 2654

1-669-900-6833



HUMAN RESOURCES COMMITTEE MEETING AGENDA

February 16, 2021 at 5:00 p.m.

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF NOVEMBER 16, 2020 MINUTES

A. November 16, 2020 Meeting Minutes

Approve

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4. HR METRICS

A. 2020 Human Resources Annual Report

Information

Page 5

5. COMPENSATION PHILOSOPHY GOALS

A. Compensation Philosophy Goals

Information

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6. 2020 LEGAL SUMMARY

A. 2020 Legal Summary

Information

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7. OTHER BUSINESS

• Next scheduled meeting Monday, May 16, 2021

8. PUBLIC COMMENTS

(This portion of the meeting is reserved for persons wishing to address the Committee on items within jurisdiction but not on the agenda. Comments are limited to three minutes).

9. ADJOURNMENT



HUMAN RESOURCES COMMITTEE MEETING
Fresno EOC – Zoom Meeting
November 16, 2020
5:00 PM

MINUTES

I. CALL TO ORDER

Jimi Rodgers called the meeting to order at 5:06 PM.

II. ROLL CALL

Roll was called and a quorum was established.

Commissioners Present: Jimi Rodgers, Lupe Jaime Mileham, Felipe De Jesus Perez, Maiyer Vang, Barigye McCoy

Commissioners Absent:

Others Present: Emilia Reyes, Heather Brown, Mike Garcia, Annabelle Gamez, Vanessa Schneider, Melissa Soto, Elizabeth Jonasson, Michelle Tutunjian, Jennifer Tierce

III. APPROVAL OF AGENDA

M/S/C – Jesus Gomez/Mileham to approve the agenda as presented. All in favor.

IV. APPROVAL OF PREVIOUS MINUTES

October 19, 2020 Meeting Minutes

M/S/C – Mileham/Jesus Gomez to approve the October 19, 2020 meeting minutes. All in favor.

V. HR Metrics

Schneider reviewed the HR Metrics scorecard. Rodgers asked if the staff laid off in October were offered other jobs. Garcia stated that Food Service jobs were offered to the Transit staff subject to lay-off but if they are on the separation list then the employee chose not to accept a transfer.

VI. Policy Updates

A. COVID-19 Supplemental Paid Sick Leave

Mileham/Jesus Perez to approve the COVID-19 Supplemental Sick Pay Leave

B. Update Fresno EOC Response to COVID-19

Garcia said that the Agency is doing everything possible, and in some instances too much.

Vang asked if there was education provided to staff regarding new COVID rulings. Garcia stated that staff have been educated and reminded of COVID pay and COVID safety. Mileham asked if staff can provide feedback on agency policies. Garcia stated that right now staff/management ask for clarification from HR if they have any questions. Mileham stated that is more reactive, Brown acknowledged that more can be done to communicate with



staff on individual policies. However, the last major overhaul/review of the Fresno EOC Policy Manual was done in 2018 and final drafts were sent out to management throughout the agency for input.

VII. Union Negotiations Update – L39 and ATU

Negotiations are suspended pending budgets review for the next fiscal year.

VIII. ADJOURNMENT

The meeting was adjourned at 5:41pm.

No December meeting is scheduled at this time.

Respectfully submitted,

Jimi Rodgers
Chair



HUMAN RESOURCES COMMITTEE MEETING

Date: February 16, 2021	Program: Human Resources
Agenda Item #: 4	Director: N/A
Subject: 2020 Human Resources Annual Report	Officer: Michael Garcia

Background

The following information has been prepared to provide the Board an overview of Human Resources (HR) 2020 activities in relation to its strategic goals. The HR strategic goals for 2020 were as follows:

- A. Employee Relations & Engagement
- B. Talent
- C. Compensation & Benefits
- D. Safety & Workers' Compensation
- E. Training & Development
- F. Systems & Data
- G. Supplemental – COVID-19 Response

The report closes with an overview of the staff demographics activity for 2021.



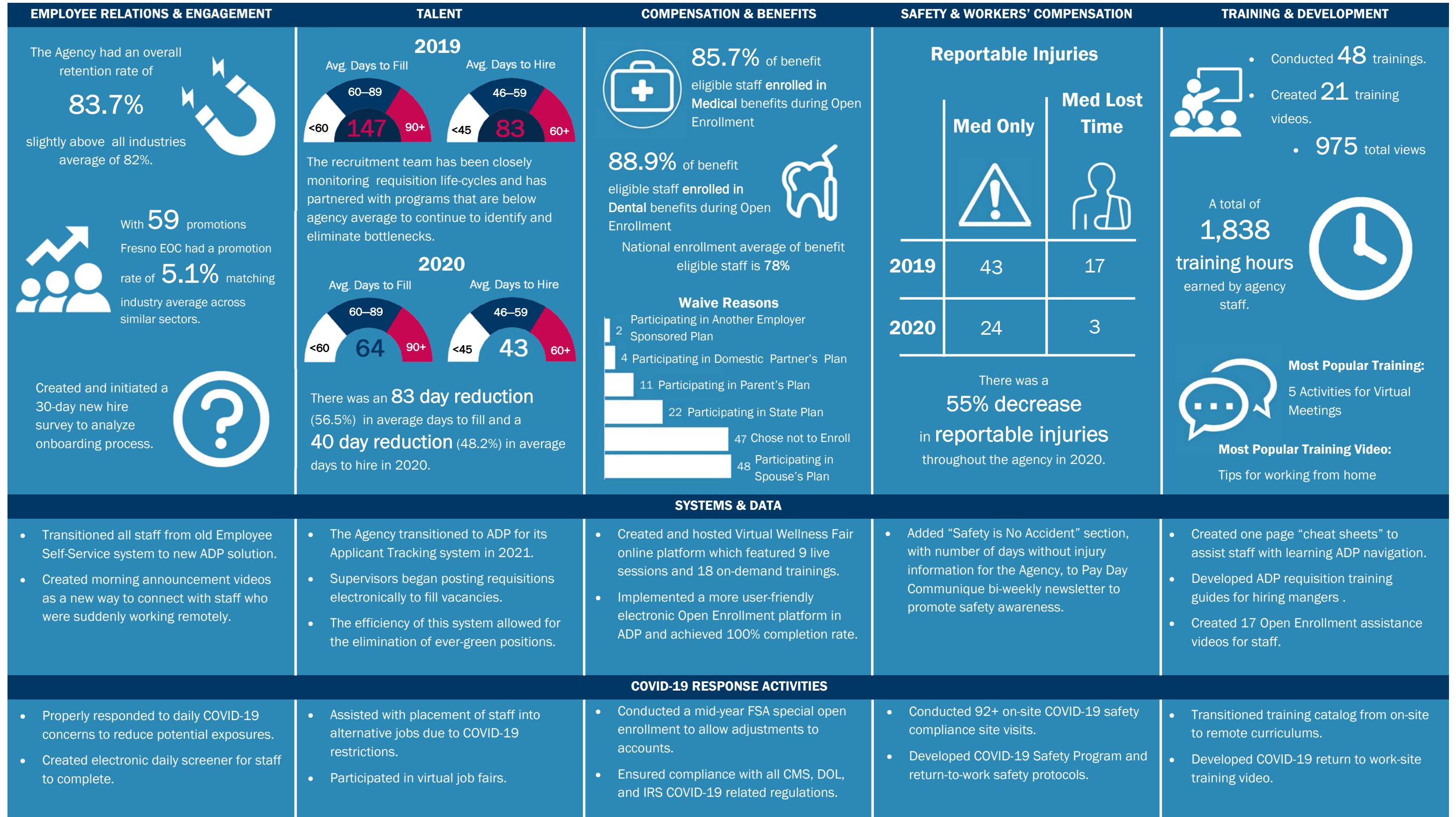
2020 HUMAN RESOURCES ANNUAL REPORT

Fresno EOC Human Resources Mission:

We are valued partners who model professionalism in a diverse and inclusive environment, empowering and supporting individuals to create innovative solutions.

YEAR IN REVIEW

2020 was an unprecedented year for everyone. The advent of COVID-19 led to many new obstacles for our Agency and the Human Resources (HR) team was able to adapt to the ever-changing environments and laws, while still ensuring that our leadership, management, and staff had the high-level HR support they have come to know and expect. While responding to “the new normal” HR continued to focus on its strategic goals, making progress in most categories, and identifying areas that will continue to improve in 2021.

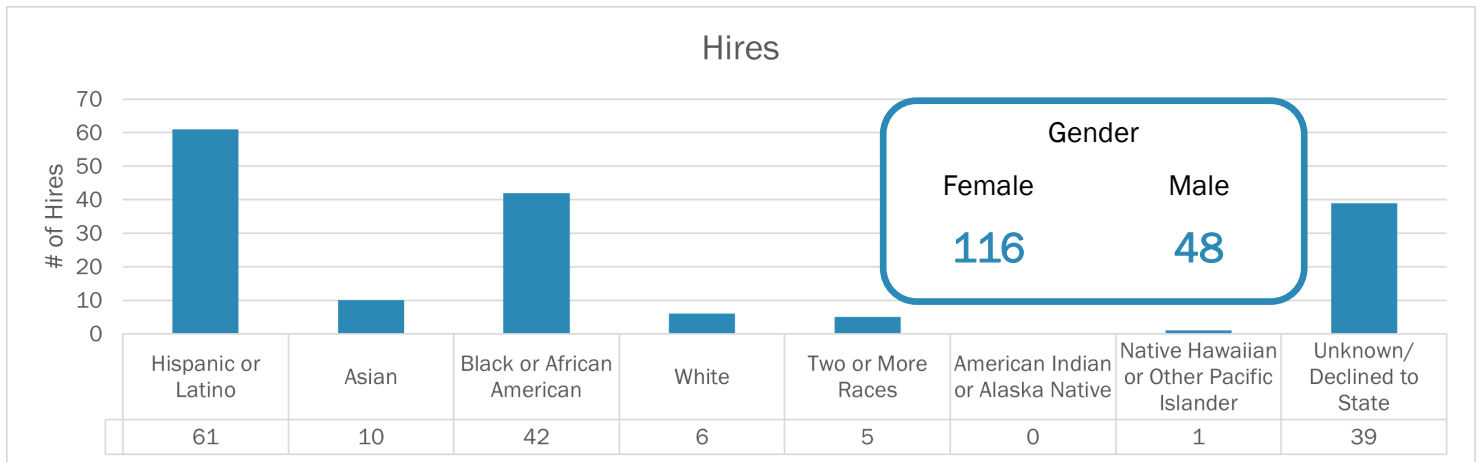


AGENCY DEMOGRAPHICS AS OF DECEMBER 31, 2020



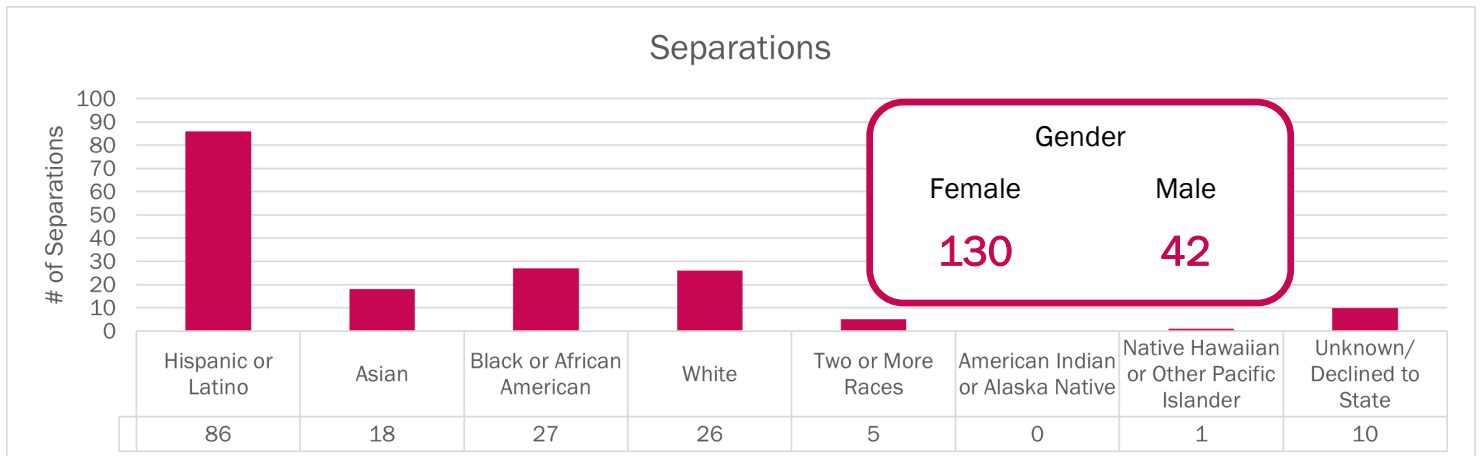
WHO JOINED?

The average Fresno EOC hire was **35** years old.



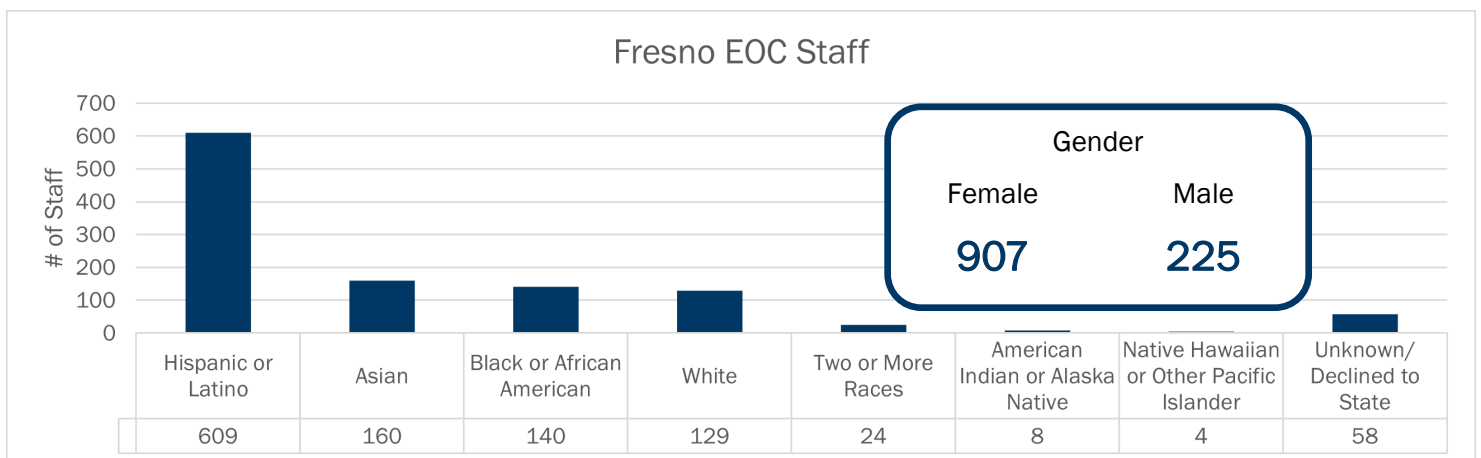
WHO LEFT?

The average separated Fresno EOC employee was **41** years old with **5 years, 7 months** of service.



WHO WE ARE

The average Fresno EOC employee is **45** years old with **10 years, 7 months** of service.



At the end of 2020 Agency staff had a total of **12,018** years of service to our community.



HUMAN RESOURCES COMMITTEE MEETING

Date: February 16, 2021	Program: Human Resources
Agenda Item #: 5	Director: N/A
Subject: Compensation Philosophy Goals	Officer: Michael Garcia

Background

Fresno EOC would like to formally adopt Compensation Philosophy Goals that reflects the mission of the Agency and values our employees.

Compensation Philosophy Goals are formal statements documenting a company's position about employee compensation. It creates a framework for consistency. Employers use their Compensation Philosophy Goals to attract, retain and motivate employees. It should answer the question "What are we hoping to accomplish with our compensation budget dollars?"

The following are proposed Fresno EOC Compensation Philosophy Goals presented to the HR committee for consideration. These goals provide a high-level view of the Agency's position in regards to compensation.

Fresno EOC Proposed Compensation Philosophy Goals

1. Ensure and maintain pay equity (internal/external).
2. Affordable and sustainable over time.
3. Attract quality talent with values aligned to the Agency.
4. Recognize high performers by providing growth opportunities.
5. Identify & communicate pay standards for greater consistency and transparency.
6. Support Agency goals and culture.



HUMAN RESOURCES COMMITTEE MEETING

Date: February 16, 2021	Program: Human Resources
Agenda Item #: 6	Director: N/A
Subject: 2020 Legal Summary	Officer: Michael Garcia

Background

The following information has been prepared for the Human Resources Committee to provide an overview of litigated cases against the Agency for 2020.

The information is broken down into two categories:

- Open/pending cases - DFEH, EEOC Other
- Workers Compensation cases

**Fresno EOC
Legal Summary Litigated Claims
Fourth Quarter 2020**

Open/Pending Cases:

Program: Transit Systems

Job Title: School Bus Driver

Type of Claim: ☒DFEH ☒EEOC ☒Other

Date Filed: Original 07/09/2019

Nature of case: Harassment/Discrimination/W/C 132a

Status: Open – Attorney Bauer assigned and responded on 10/01/2019.

Employee voluntarily resigned 07/03/2019. Alleged failure to reasonably accommodate, harassment and discrimination. Later filed for section 132a wrongful termination due to W/C injury and wage and hour claims. Received demand letter for settlement on 03/06/2020. Depositions scheduled for 03/12/21.

**Workers' Compensation Legal Summary
Litigated Claims
Fourth Quarter 2020**

Transit Systems:

Job Title: Transit Systems Clerk

Date of Injury: 03/14/18

Work Status: Voluntarily resigned from Agency

Injury: Legs, knees, ankles, hands and back.

Job Title: FCRTA Driver

Date of Injury: 02/21/88, 10/13/15, 10/14/15, 09/10/15, 01/08/16

Work Status: Voluntary resigned from Agency. One claim denied.

Injury: Cumulative trauma bilateral knee, hand, wrists, fingers, shoulder, neck, back.

Job Title: Driver

Date of Injury: 03/02/17

Work Status: Out on State Disability

Injury: Head, face, cheek, back, psych, right ear, bilateral arms.

Job Title: School Bus Driver

Date of Injury: 09/17/18

Work Status: Actively working full duty with no work restrictions.

Injury: Left eye.

Job Title: Para-Transit Driver

Date of Injury: 09/17/18

Work Status: Separated unable to accommodate work restrictions.

Injury: Lower back.

Job Title: Para-Transit Driver

Date of Injury: 03/13/18, 06/25/19

Work Status: Actively working full duty with no work restrictions. Claim denied.

Injury: Inhalation of fumes.

Head Start 0 – 5

Job Title: Teacher Director IV

Date of Injury: 05/02/16

Work Status: Out on State Disability due to work restrictions, interactive process pending.

Injury: Bilateral wrist/hand contusion, bilateral knee contusion.

Job Title: Home Base Educator

Date of Injury: 02/27/17, 01/01/17, 02/21/16

Work Status: Cases closed

Injury: Cumulative trauma bilateral hands/wrists/arms due to repetitive motion.

Job Title: Family Development Specialist

Date of Injury: 02/08/18

Work Status: Actively working under temporary work restrictions.

Injury: Stress fracture of left hand, right trigger/middle fingers.

Job Title: Family Support Assistant I

Date of Injury: 08/10/18

Work Status: Actively working under temporary work restrictions.

Injury: Left ankle/wrist, right femur/knee.

Job Title: Teacher III
Date of Injury: 11/27/17
Work Status: Off on total temporary disability.
Injury: Right elbow, right upper arm.

Job Title: Teacher I
Date of Injury: 08/15/18
Work Status: Actively working with temporary work restrictions.
Injury: Left wrist.

Job Title: Family Support Assistant I
Date of Injury: 01/09/2020
Work Status: Off on temporary total disability, medical treatment continues.
Injury: Right wrist/hand, right ankle/foot, lumbar spine.

Food Services:

Job Title: Food Production Worker 1/Driver
Date of Injury: 02/21/17, 02/21/17, 02/21/16
Work Status: Separated unable to accommodate work restrictions. Claim three denied.
Injury: Left knee.

Employment & Training:

Job Title: Program Supervisor
Date of Injury: 05/15/17
Work Status: Actively working under work restrictions.
Injury: Lower back strain, bilateral knee contusion.

Local Conservation Corps:

Job Title: Case Manager
Date of Injury: 07/16/18
Work Status: Actively working full duty with no work restrictions.
Injury: Left knee.

Valley Apprenticeship Connection:

Job Title: Business Services Facilitator
Date of Injury: 06/24/19
Work Status: Voluntarily resigned from Agency. Depositions held 10/05/2020.
Injury: Right knee.