

PERSONNEL

COMMITTEE

MINUTES

1973-77-80

Personnel Committee Minutes

1973
1977 ~~1976~~
1980

8/17/73

5/25/77 *after*

2/6/80

7/14/80

Gilbert

MINUTES OF PERSONNEL COMMITTEE

The personnel committee of the Newberg City Council met at Bowman's Restaurant Wednesday, May 25, 1977 with all members present--C. Stouffer, Jack Nulsen and Jean Harris, Chairman presiding. The following matters were considered:

A--The matter of the Newberg Planning Commission's request that our committee review the attendance of Planning Commission members at their meetings

The personnel committee requests the City Administrator to write letters to three of the members calling to their attention the following facts as to their attendance records and stating that there must be improvement or the personnel committee will deem it necessary to refer the matter of the City Council to ask for their replacement

1--Wm Vaughn has missed 5 meetings out of 8 and 3 consecutively

2--Fred Casey has missed 6 out of 14 meetings 5 of those consecutively

3--Tom Tucker has missed 7 out of 14 meetings 4 consecutively

B--The Referral to our committee by the City Administrator of adding to the city's personnel rules and procedures the following statement:

Residence Requirement--Applicants for positions in the City service need not reside in the City at the time of application, but the individual shall reside within the Corporate limits of the City prior to appointment as a permanent employee. If an employee moves from the City, this action shall be considered as an automatic resignation from City employment. This would not affect employees now living outside the City.

The personnel committee would recommend the adoption of the above rule except that the committee recommends addition of the following: "By vote of the Council this residence requirement can be waived."

C--The matter of the resignation of Lennie Morse from the Traffic Safety Commission

The personnel committee wishes to recommend to the Mayor for his appointment to the Traffic Safety Commission

Randy Hopp
who has agreed to serve if appointed

*after sent
6/1-73
GMS*

minutes of Personnel Committee

D

D--The matter of attendance and membership on the Citizens's Involvement Advisory Committee

It was requested that the Personnel Committee Chairman get further information before our next meeting as to the representation from the School Board, Park Board, The College and the Manor. The Chairman was directed to see if the County Commissioners could appoint a person to the County Planning Commission who might then be appointed by our Mayor to serve on this committee as the representative to take the place of Wyn Stuckey who resigned from the County Planning Commission, December, 1976.

Chairman has contacted Colin Armstrong, County Commissioner and made this request known.


Jean Harris, Chairman

PERSONNEL COMMITTEE MEETING
February 6, 1980

Present: Janet Nybakke - Chairperson
Roger Gano
Tom Tucker

Terry Mahr - City Attorney

Place: Sheri's Restaurant

Time: 9:00p.m.

Purpose: The purpose of the meeting was to discuss appointments to the various committees of the City.

The Committee examined the various appointments recommended by the Mayor to the committees of the City. The Committee voted unanimously to the Council that they approve all the appointments to the committees that the Mayor recommends.

There was one vacancy on the Budget Committee which the Mayor had not submitted a name concerning. The Committee suggested various names. The Committee suggested Allen Crits who is a teacher, Gloria Attrell who is a businesswoman in town, Delores Peterson who works at Allen Fruit in the accounting department and Donna Proctor who works for the school district in the accounting department. The Committee agreed that all the persons were well qualified. The Committee unanimously recommends to the Mayor that he appoint Donna Proctor on the Budget Committee.

The Committee discussed the need for some sort of expression of gratitude to the people that served on the various committees of the City. Perhaps a dinner or a plaque honoring them should be given when they have completed their service. The Committee decided that they would consider the matter and come back with a definite recommendation to the Council concerning this matter.

Inquiry was made as to where the copies of the "draft" of the personnel rules and regulations of the City were. The City Attorney reported that he had asked the City Administrator when the copies would be available and the City Administrator stated that he had some work to do on them and the Committee could expect them in a week to ten days. Some discussion was had as to the status of the draft personnel rules and regulations, the City ordinance governing personnel rules, the summary of the personnel rules and regulations and the hospital personnel rules and regulations. The Committee inquired as to what the status of these various documents. A request was made by Mr. Tucker that the material be ready to distribute to the Committee at its meeting of February 11th. There being no further business the meeting was adjourned.

Dated this ____ day of February, 1980.

Approved by Janet Nybakke

Minutes
A Meeting of The
Personnel Committee
July 14, 1980

Present - Councilman Tom Tucker, Chairman
Councilman Roger Gano
Councilman Maurice Chandler

Richard Faus, City Attorney
M. C. Gilbert, City Administrator
Elvern Hall, Mayor
Herbert Hawkins, Chief of Police
Arvilla Page, City Recorder

The meeting was called to order by Chairman Tucker.

Mayor Hall stated he had talked with Rita and Bob Farrington and they did not wish to return but would accept a written determination.

The Chairman stated he would entertain two motions:

1. A motion on the determination of the grievance by Rita Farrington.
2. A motion to set compensation is any.

Also, findings of facts are to be submitted by each Committee member.

Mr. Gano, Mr. Chandler and Mr. Tucker then stated their findings of fact respectively and written copies of each a made a part of these minutes. Mr. Gano's and Mr. Tucker's findings are in favor of upholding the grievance. Mr. Chandler's are in the form of a minority report denying the grievance.

Motion: Gano to find in favor of the employee in regard to the grievance presented to us with findings. Mr. Tucker seconded the motion with findings. Mr. Chandler stated he disagreed with findings.

Motion: Gano to issue back pay for shifts not worked as the denial of the shift change at the doctor's request equals a temporary suspension.

The Administrator stated it was not a suspension as she called in sick each graveyard shift not worked. It was not paid sick leave as there was none due. She would have been paid if she had sick leave due.

Motion: Chandler to deny compensation as it was her own decision not to work.

Motion: Tucker to compromise and grant 4 days pay in lieu of 8 days.

The Administrator stated that before he can expend money at the direction of the Committee, he must have the City Attorney's opinion.

Motion: Gano to add to his previous motion "after direction of legal counsel".

The Chairman stated he would entertain a motion to have the City Attorney investigate the legalities on compensation.

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Mr. Chandler restated his motion to deny compensation and asked for Mr. Tucker's vote as we have already given her a favorable decision. She was not 100% right.

Mr. Chandler stated he felt very firm because of the evidence, no ordinance guidance, compensation not due. Mr. Tucker stated he could not change from 4 days.

Mr. Gano stated he would withdraw his motion and side with Mr. Chandler because they have taken care of one major grievance problem. If Mrs. Farrington feels strongly, she can bring it up. Seconded by Chandler.

Motion: Chandler-Gano to adjourn. Carried.