

County Personnel Administrators Association of California (CPAAC)

General Meeting

March 4 – 6, 2009

Wine and Roses Inn, Garden Room
Lodi, San Joaquin County, California

Wednesday, March 4, 2009

MINUTES

11:00 a.m. BOARD OF DIRECTORS LUNCH MEETING

1:25 p.m. CALL TO ORDER AND INTRODUCTIONS (Don Turko)

Don called to order the meeting at 1:30 p.m. Following his opening remarks, President Turko thanked Cindy Clays for hosting this meeting. Don asked all in attendance to introduce themselves and the organization they represented.

Cindy Clays introduced the San Joaquin County Executive, Manuel Lopez. Mr. Lopez welcomed CPAAC to San Joaquin County and provided an overview of both the government and cultural amenities of San Joaquin County.

After introductions and general information, the following business items were addressed:

Treasurer Report – Treasurer, Michelle Schaefer, distributed the September - December 2008 Treasurer Report.

Secretary Report – Secretary, David Devine, distributed the CPAAC Roster List; and stated the minutes from the September CPAAC meeting would be available at Thursday's Meeting

Vice President – Vice President, Andrew Lamberto, presented the Roundtable guidelines.

Approval of Agenda: The March 4 – 6, 2009 meeting agenda was approved (moved by Sacramento County, seconded by San Bernardino County; none opposed).

2:05 p.m. PANEL DISCUSSION – State of California Audits of Temporary County Employees (Presenter: Cindy Clays)

Don Turko introduced Cindy Clays who presented a discussion on the State's audits of temporary employees. Cindy reviewed the audit scope and objectives

that was conducted by the Bureau of State Audits for San Joaquin County. The discussion centered around what general law counties should do to prepare for an audit that included the following: review their temporary employment categories; use of temporary employees; control and monitoring of temporary staff use; representation of temporary employees; temporary status versus Civil Service status, and preference in hiring temporary employees into full time County employment

2:50 p.m. – Break

3:15 p.m. PANEL DISCUSSION – Trends in Public Sector Compensation (Presenters: Geoffrey Rothman – Renne Sloan Law Group, Doug Johnson - Johnson & Associates, Debbie Owen – Cooperative Personnel Services

Don Turko introduced the panel Geoffrey Rothman, Doug Johnson and Debbie Owen on the topic of Trends in Public Sector Compensation. Each panel member gave a 15 minute presentation on this topic and how public sector compensation strategies are being impacted by the economy.

Geoff Rothman discussed trends within a specific date point. He spoke about the current fiscal crisis and how agencies are responding to the crisis including the use of hiring freezes, furloughs, limited closures and unpaid holidays. He also cited trends emerging in health benefits, pension plans and retiree health benefits.

Doug Johnson discussed current observations in public sector classification and compensation systems focusing on the here and now. He discussed the three phases of crisis (put out the fire, clean up the mess and rebuild for the future); impacts to an organization and opportunities for change.

Debbie Owen discussed preparing for the future in Federal Sectors, the need for workforce planning.

4:20 p.m. ROUNDTABLE DISCUSSION

5:15 p.m. MEETING ADJOURNED

Thursday, March 5, 2009

MINUTES

8:00 a.m. DON TURKO CALLED THE MEETING TO ORDER

8:02 a.m. CPAAC COMMITTEE REPORTS

Donna Vaillancourt provided a program overview and handouts on the CSAC Institute for Excellence in County Government and went through the free coaching opportunities with CAL ICMA.

PRIOR CONVICTIONS ADVISORY BOARD

Nancy Nittler gave a presentation on a project that is currently being sponsored by the Rosenberg Foundation, staffed by Berkeley Law School and guided by an Advisory Board that consists of law enforcement officials, community advocates, employers and others from across the state. The goal of the project is to identify and develop recommendations on how to minimize employment barriers for persons who have been incarcerated.

SEPTEMBER MEETING GROUP PROGRESS

Nancy provided follow up on the suggestions and ideas for the future of CPAAC as generated by our members at the September, 2008 meeting at the Sugar Mill.

MENTOR OUTREACH

Don provided the group the functions of their regional mentors. Don expressed that he would like to have two meetings per year for regions, including other staff and partnering with other groups.

PRESENTATION ON CPAAC WEBSITE

Alex Martin from Riverside County gave a high level presentation on the CPAAC website and functionality; including the new functions of a calendar, document and policy library, survey and discussion forum capability.

MODEL CONTRACTS

Laura Armor presented model contracts and explained the process, provided information on the TALX Contract for unemployment insurance.

Don will put the TALX Contract on the agenda for tomorrow, March 6th, for action by the CPAAC Members.

9:50 a.m. – Break

10:05 a.m. FACING THE HUMAN RESOURCE CHALLENGES OF THE 21ST CENTURY – (Frank Benest)

Frank Benest gave a very insightful presentation on overarching trends that are impacting local government and the challenges faced by human resources professionals. The workshop focused included an overview on premises (environment); discussion groups that identified big trends or challenges facing county government (the group identified them as dysfunction of government, immigration and the economy); Frank's 3 big challenges (collaborating across boundaries, developing a new story for permanently restructuring the organization and creating talent strategy for the new organization); resources and questions; discussion groups and follow up.

12:00 p.m. – Lunch

**1:30 p.m. FACING THE HUMAN RESOURCE CHALLENGES OF THE
21ST CENTURY – (Frank Benest) – Cont.**

The afternoon session focused on discussion groups examining the question of how does a Human Resource Director become more of a strategic player in County government? Key strategies identified to answer that question were: look for opportunities; gain confidence/build trust; build relationships; pick your battles; be proactive; know the business of the organization; be a risk taker; be solution orientated; develop effective relationships including elected officials; listen; give other departments credit; do not be afraid to be the “bad guy”; weave a new story – mission, vision and values are into HR operations; stay attuned to the political will and be willing to modify strategies and approaches accordingly.

(I was not at the afternoon session and do not have a record of any follow up item) I don't have any notes on this area either.

3:15 p.m. – Break

3:30 p.m. ROUNDTABLE DISCUSSION

5:00 p.m. MEETING ADJOURNED

Friday, March 6, 2009

MINUTES

8:00 a.m. DON TURKO CALLED THE MEETING TO ORDER

8:02 a.m. CPS MERIT SYSTEMS AUDIT PROCESS (Gary Burkett)

Gary Burkett provided an overview of the CPS Merit Systems Audit Process. He discussed the various areas and types of questions CPS asks during such reviews. Discussion also centered around legislation to make changes to government code and LAPS.

8:32 a.m. LEGISLATIVE UPDATE

Eraina Ortega provided an update on the California Budget, went over some specific Bills; SB 711, AB 1000, AB 128, AB 664 and the E-Verify Program.

9:15 a.m. BUSINESS ITEMS APPROVED

Approval of TALX Contract – Approved (moved by Shasta County, seconded by Sonoma County; opposed none)

Approval of Treasurer's Report – Approved (moved by Kings County, seconded by Marin County; none opposed none)

Approval of Minutes: The September 24 - 26, 2008 minutes were approved (moved by Placer County, seconded by Napa County; none opposed).

9:20 a.m. THE ADAAA & IMPACT ON LOCAL GOVERNMENT (Carol Stevens, Burke, Williams & Sorrenson)

Carol Stevens gave an informational presentation on and discussed the impacts of the ADAAA and on Local Government.

10:30 a.m. – Break

10:45 a.m. CLASS AND COMP. COM; THE CARE AND FEEDING OF YOUR COUNTYS CLASSIFICATION AND COMPENSATION PLAN (Carolyn Hayhurst, L.B. Hayhurst & Associates; Georgia Cochran, Solano County; Marilyn Maskell, San Joaquin County)

Carolyn Hayhurst provided an overview of the Class and Compensation Website. The overview included a website tour; building a sample compensation survey; various other ways the website may be used to save time; enhancements; upcoming ideas and enhancements.

Georgia Cochran, Solano County and Marilyn Maskel, San Joaquin County discussed the ease of and methods for upkeep for the class and compensation website.

11:59 a.m. MEETING ADJOURNED

List of Attendees --CPAAC March 4 - 6, 2009

Total Count: 42

Name		Representing
Amano	Steve	Alameda County
Armor	Laura	Marin County
Brenson	Rick	Mariposa County
Brunson	Laura	Butte County
Burkett	Gary	CPS
Owen	Debbie	CPS
Clays	Cindy	San Joaquin County
Clouser	Linda	Mendocino County
Cox	Joanne	Santa Clara County
Devine	David	Sacramento County
Eaton-May	Denise	Contra Costa
Gillham	Christine	Tulare County
Goodrich	Ann	Sonoma County
Grassi	Ronald	Imperial County
Gravette	Jeanne	Butte County
Gregersen	Mark	Napa County
Lamberto	Andrew	San Bernardino County
Lovelace	Cindy	Colusa County
May	Bill	Consultant
Morris	Robert A	Merced County
Morse	Bill	Tuolumne County
Muth	Jeri	Santa Barbara County
Nittler	Nancy	Placer County
Nunes	Beth	Alpine County
Nunes	Mindi	Yolo County
Ortega	Eraina	CSAC
Osborn	Frances	Calaveras County
Picard	Allison	Kings County
Quinn	Mark	Kern County
Ring	Brian	Colusa County
Satchwell	Gayle	Nevada County
Schafer	Michelle	Shasta County
Talbott	Ventia	State Personnel Board
Turko	Don	Solano County
Vaillancourt	Donna	San Mateo County
Vossler	Ron	Lassen County
Wilson	Martha	Yuba County