



WORKFORCE DEVELOPMENT COMMITTEE MEETING

Wednesday, February 23, 2023

4:00 pm

Full Meeting Notes

Teleconference

Attendees

Steve Bagwin	Chairman, WPCA Board Member
Ed Kelly	WPCA Board Member
Merritt Nesin	WPCA Board Member
William Brink	Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA

Call to Order and Roll Call

Chairman S. Bagwin called the discussion at 4:01 pm. There were three (3) Committee / Board members present.

Approval of the Workforce Committee meeting minutes / notes:

- a. November 16, 2022 –E. Kelly made a motion to approve the November 16, 2022 committee meeting minutes; seconded by M. Nesin. Unanimously approved. There was no further discussion. **Vote 3-0-0.**
- b. December 14, 2022 -- E. Kelly made a motion to approve the December 14, 2022 committee meeting notes; seconded by M. Nesin. Unanimously approved. There was no further discussion. **Vote 3-0-0.**
- c. The January 2023 meeting was canceled.

Position Vacancies and Strategies for Filling Positions

R. Bull reported that, as reported at the January Board meeting, a Plant Operator I resigned. She explained that the position was downgraded to OIT, and a candidate from the current list was hired. She reported that the candidate would begin work on March 20th. She further noted that an additional OIT vacancy will occur on May 15th and that a Plant Operator wants to become a mechanic. She said that the employee is a good worker and is on the current cert list for MIT; therefore, he will be selected to fill the MIT vacancy, downgraded from Master Mechanic. She explained that the OIT vacancy due to this action would also be filled from the current cert list.

She reported that she still needs to receive the cert list for the Finance Manager posting after requesting the list several times and asked the Executive Director to reach out to HR, as the time to interview is running out. B. Brink agreed to contact HR. R. Bull concluded her report by stating that there is no additional information to report on the Shift Foreman and Assistant Plant Supervisor vacancies.

Classification Changes and New Positions

R. Bull reported that the WPCA changed the Master Mechanic classification to that of Lead Mechanic to better fit operational needs. She reported that for the FY'24 budget, a tiered series is being implemented for the mechanics that will include several new classifications. She should be able to share the information once the contract is ratified. She stated she would need to appear before the Personnel Commission to create the new classifications.

Condition of City Facilities Building 6A located at 185 Magee Avenue and the working conditions for the SWPCA Employees

B. Brink reported that this discussion came up at the Technical Committee meeting and that everything is all set and ready except that the request has to be placed in the new system to be able to generate a purchase order.

R. Bull reported that the City changed the financial system from HTE to Oracle and that as of February 3rd, the department could not send invoices for payment; the City will pay vendors starting March 6th.

Notes: COVID19 Cases and Vaccine for WPCA Staff

R. Bull reported there were no new COVID cases since last meeting.

Notes: IUOE Negotiations

R. Bull reported that the negotiation meetings finished and the parties will agree on the contract settlement very soon. She explained that one issue was holding up the ratification, which was addressed earlier today. She reported that the ratification meeting is expected to occur soon, and the WPCA can share that agreement after the meeting, including the salary changes.

Old Business

There was no old business noted.

New Business

There was no new business noted.

Adjournment

The discussions ended at 4:19 p.m.