



County of Los Alamos

ZOOM

Agenda - Final Labor Management Relations Board

Sharyl Hofer Labor Representative; Felicia Orth, Management Representative; and Rachael DiGiovine, Neutral Representative

Tuesday, December 7, 2021

11:30 AM

Zoom - <https://us06web.zoom.us/j/89122047641>

Members of the Public can, also, join this meeting session to make public comment via Zoom by pasting into their browser the following:

<https://us06web.zoom.us/j/89122047641> once the session has started.

Or by Telephone:

US: +1 346 248 7799 or +1 720 707 2699 or +1 253 215 8782 or +1 312 626 6799
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Webinar ID: 891 2204 7641

1. CALL TO ORDER
2. PUBLIC COMMENT
3. APPROVAL OF MINUTES
4. INFORMATION
 - A. CHAIR'S REPORT
5. BUSINESS
 - A. COMPLETION OF ANNUAL DISCLOSURE STATEMENTS
 - B. JOINT ANNUAL ANTI-HARASSMENT TRAINING WITH PERSONNEL BOARD
6. PREVIEW OF UPCOMING AGENDA ITEMS
7. ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 505-662-8040 at least one week prior to the meeting or as soon as possible.

Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact staff if a summary or other type of accessible format is needed.

LOS ALAMOS
Labor Management Relations Board
Meeting Minutes • September 7, 2021

I. Call to Order

Ms. Orth called the meeting to order at 11:31 am

A. Board Members Present

Rachael Digiovine, Neutral Representative
Felicia Orth, Management Representative
Sharyl Hofer, Labor Representative

B. Staff/Others Present

Ty Ryburn, Human Resources Manager
Katie Thwaites, Deputy County Attorney
Rachael McGuire, HR-OS/Administrative Support

II. Public Comment

There were no members of the public present.

No action was taken on this item.

III. Approval of Special Meeting Minutes – 06/02/2021

Ms. Orth called for comments or corrections to the minutes. There were none.

Ms. Hofer made a motion to approve the minutes as presented; Ms. Digiovine seconded. The vote was unanimous, the motion passed.

IV. Reports

A. Chair's Report

Ms. Orth had no items to report.

No action was taken on this item.

B. HR Manager's Report

Mr. Ryburn introduced himself to the board and did not have any items to discuss or report on.

No action was taken on this item.

V. Business

A. Election of Officers

Ms. Orth's discussion was held about the election of Chair and Vice-Chair.

Ms. Orth made a motion to accept any nominations for the positions of Chair and Vice-Chair.

Ms. Hofer nominated Ms. Orth for Chair. Ms. Digiovine nominated Sharyl Hofer for Vice-Chair.

Ms. Hofer made a motion to appoint Ms. Felicia Orth as Chair of the Labor Management Relations Board. Ms. Digiovine seconded; The roll-call vote was unanimous; the motion passed.

Ms. Digiovine made a motion to appoint Ms. Sharyl Hofer as Vice-Chair of the Labor Management Relations Board. Ms. Orth seconded; The roll-call vote was unanimous; the motion passed.

B. Discuss to Meet Via Zoom or in Person

Ms. Orth and Ms. Digiovine discussed their opinion about continuing to meet via zoom versus in person. It was unanimously decided that the Labor Management Relations Board would be conducted via zoom until further notice.

No action was taken on this item.

VI. Preview of Upcoming Agenda Items

Ms. Orth informed the board that the next scheduled meeting would be held on December 7, 2021. This meeting would be conducted via Zoom and combined with Personnel Board.

No action was taken on this item.

VII. Adjournment

Ms. Orth adjourned the meeting at 11:40 am.

Approval:

Felicia Orth, Chair

Date Signed

INCORPORATED COUNTY OF LOS ALAMOS**HUMAN RESOURCES DIVISION**

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DISCLOSURE OF OUTSIDE EMPLOYMENT, MEMBERSHIP AND FINANCIAL INTEREST**Disclosure Statement****Disclosure Year:** 2022

Membership and Financial Interest. Pursuant to New Mexico State Statutes and Los Alamos County Code of Ordinances (NMSA 1978, §10-16-1 et seq. and Los Alamos Code § 30-1 et seq.), all public officials "shall disclose in writing and submit to the county's human resources division, the following information: (1) Membership on other county boards, commissions, committees, boards of directors, or position as an officer, director, trustee or partner or any position in management or ownership of public or private corporations, associations, organizations or businesses; and (2) The nature and amount of the public official's financial interest(s) as defined in this article." (Ord. No. 02-240, § 2, 11-25-2014)

Reporting Individual			
Last Name	First Name	Middle Initial	Prefix
Address	City	State	Zip
Mailing Address (if different from above)			
Address	City	State	Zip
Office, Board, Commission, or Position held with Los Alamos County:			

☐ NEW Annual Financial Disclosure Filing☐ UPDATED Annual Financial Disclosure Filing

Membership or Financial Interest held by Reporting Individual/Public Official:	
Name or Business or Organization:	Position or Percent Ownership:
Labor Management Relations Board	Member

*Please use additional sheets if necessary.***Definitions:**

"Public official" means members of county council, all county employees including contract employees and all individuals appointed to a board. For purposes of subsections 30-8(f), (h), and (j), public official includes former employees for a period of one year after leaving county employment and board members for a period of six months after leaving county service.

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"Financial interest" means: (1) Holding a position in a business as officer, director, trustee, or partner, or holding any position in management, or ownership of more than five percent interest in a business; or (2) Any interest which may yield, directly or indirectly, any material benefit to a public official or to the official's immediate family other than an interest in a mutual fund or one held in a blind trust.

"Immediate family" means a public official's spouse, parents, step-parents, child, step-child, sibling, step-sibling, half-sibling, grandparent, grandchild, aunt, uncle, niece, nephew, or their in-laws, or an individual claimed by the public official or his/her spouse as a dependent under the United States Internal Revenue Code.

Other Financial or Conflict of Interests:

Please provide any other, real or perceived, financial or other issue of a conflict of interest below:

OUTSIDE EMPLOYMENT DISCLOSURE:

Pursuant to NMSA 1978, § 10-16-4.2 and LACC § 30-8, all public officials must disclosure current, contemplated, or accepted outside employment.

Are you currently engaged in outside employment of any kind other than volunteer?

Yes:

☐

No:

☐

If Yes, please provide the employer's name, address, and date you became or will become an employee.

Members of the Planning & Zoning Board pursuant to section 8-202(b) are required to disclose all real estate interests held by the member and his or her family. Please contact the Human Resources Manager for additional Disclosure forms and instructions for annual disclosures or updates. (Ord. No. 02-078, § 2, 10-3-2006)

I hereby swear and affirm, under penalty of perjury, that the foregoing information is true and correct to the best of my knowledge, belief, and understanding.

Signature

Date

Printed Name