



**PERSONNEL BOARD**  
**Regular Meeting Minutes**  
**October 26, 2021**

**I. Call to Order & Attendance**

Ms. Goldman called the meeting to order at 11:30 am. The following individuals were in attendance:

**A. Board Members**

Bernadine Goldman, Chair  
Terry Priestley, Vice Chair  
Larry Warner, Member  
Ed McDaris, Member

**B. Others**

Ty Ryburn, Human Resources Manager  
Mary Tapia, Assistant Human Resources Manager  
Rachael McGuire, HR Office Specialist/Administrative Support  
Katie Thwaites, Deputy County Attorney  
David Izraelevitz, Council Liaison

**C. Public**

None

**II. Chair's Report**

Ms. Goldman greeted the board and explained that she attended the Boards and Commission Luncheon on September 23<sup>rd</sup>. Ms. Goldman provided an update on the Personnel Board to those in attendance at the luncheon. Ms. Goldman explained that she will be sharing a report on the Personnel Board to the County Council October 26, 2021.

*No action was taken on this item.*

**III. HR Manager's Report**

Mr. Ryburn greeted the board and thanked them for their support. Mr. Ryburn reviewed the HR Managers Report that was included in the meeting packet. Mr. Ryburn gave an overview of the staffing at Los Alamos County over the past years as requested by Ms. Goldman and Mr. Priestley. Mr. Priestley clarified he had hoped to see if there were any trends in staffing and the reasoning for those trends. Mr. Priestley thanked Mr. Ryburn for the information he shared. Mr. Ryburn outlined the Covid testing policy to the board. Mr. Ryburn reviewed recruitment and the open vacancies the county had at that time. Mr. McDaris expressed concerns about the number of the recruits that did not make it through the Fire Academy. Mr. Ryburn explained that there was not a reoccurring theme in reason for leaving during the exit interviews. Ms. Goldman applauded the Counties new training initiative for current employees. Mr. Priestley enquired about vacancies in the county and would like to know more at a future meeting about the impact vacancies have on the county. Mr. Ryburn reassured the board that he would gather data and we could discuss the impact at a future meeting.

*No action was taken on this item.*

**IV. Council Liaison Report**

Councilor Izraelevitz greeted the board. Councilor Izraelevitz explained more about the Heritage Cities statute that Los Alamos applied for. Councilor Izraelevitz provided an update on items to be discussed at the next county work session. Councilor Izraelevitz informed the board council is reviewing the Boards and Commission handbook and interview questions.

*No action was taken on this item.*

**V. Public Comment**

There was no public comment.

*No action was taken on this item.*

**VI. Approval of Minutes – July 27, 2021**

Ms. Goldman mentioned that Mr. Priestley's name is spelled incorrectly and asked for the corrections to be made. Ms. McGuire stated that the corrections would be made. Ms. Goldman called for comments or corrections to the minutes; there were none.

*Mr. McDaris made a motion to approve the minutes as corrected. Mr. Priestley seconded; The roll-call vote was unanimous; the motion passed.*

**VII. Discussion and/or Possible Action Items**

**A. Discussing the Impact of Covid-19 Pandemic on Staffing at Los Alamos County:**

Mr. Ryburn opened the floor up for discussion. Mr. Ryburn explained while having not been with the county through all of Covid, at his previous employment he saw the same recruitment issues. Mr. Ryburn assured the board that Los Alamos County has been taking action to retain current employees and gain exposure for better recruitment. Ms. Goldman inquired if all County staff was back at work in a traditional sense or if some were still teleworking. Mr. Ryburn explained that each department varies based on operational needs. Mr. Warner thanked Mr. Ryburn for the clarity of his presentation.

**VIII. Informational Items:**

- A. Next Meeting:** The next meeting will be held on December 7, 2021, at 11:15 a.m. via Zoom Platform. This will be a combined meeting with Labor Management Relations Board.

**IX. Adjournment**

Ms. Goldman adjourned the meeting at 12:01 p.m.

Approved:

Bernadine Goldman

Bernadine Goldman (Dec 21, 2021 00:19 MST)

Bernadine Goldman, Chair

Dec 21, 2021

Date






# PB Meeting Minutes 10-26-21 (Final)

Final Audit Report

2021-12-21

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