



County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

Minutes Personnel Board

Bernadine Goldman, Chair; Stephanie Haaser; David Hampton; Ramiro Pereyra; and James Wernicke, Members

Tuesday, September 27, 2022

11:30 AM

1000 Central Avenue, Suite 110

NOTE: This meeting is in person and open to the public. However, for convenience, the following Zoom meeting link and/or telephone call in numbers may be used for public viewing and participation:

<https://us06web.zoom.us/j/85948163603>

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

**US: +1 669 444 9171 +1 719 359 4580 +1 646 931 3860 +1 309 205 3325
+1 386 347 5053 +1 564 217 2000**

Webinar ID: 859 4816 3603

1. CALL TO ORDER - ROLL CALL

Chair, Bernadine Goldman, called the meeting to order at 11:??a.m. The following members were in attendance:

Present in-person/via Zoom: Chair, Goldman, Member Hampton, Member Wernicke, Member Haaser

Absent: Member Pereyra

Others in attendance in-person/via Zoom: Mary Tapia, Human Resources Manager; Katie Thwaits, Deputy County Attorney; Sonja Martinez, Staff Liaison; Melanee Hand, County Council Liaison; Anna Zhang

2. PUBLIC COMMENT

None

3. APPROVAL OF AGENDA

A motion was made by Member Hand, seconded by Member Wernicke, that the agenda be approved as presented.

The motion passed unanimously.

4. APPROVAL OF MINUTES

A motion was made by Member Wernicke, seconded by Member Hasser, that the Personnel Board approve the August 23, 2022 minutes as presented.

The motion passed unanimously.

5. BOARD BUSINESS

A. Election of Personnel Board Vice-Chair

Chair Goldman reviewed the discussion from the Personnel Board meeting on August 23, 2022 pertaining to the Vice-Chair vacancy. Member Hampton volunteered for the position of Vice-Chair at our last meeting and has stated he is still interested in filling the vacancy.

A motion was made by Chair Goldman, seconded by Member Hasser, that the Personnel Board appoint Member David Hampton as Vice-Chair.

The motion passed unanimously.

B. COVID Update

Human Resources Manager Mary Tapia reported that effective August 30, 2022, County Manager Steve Lynn, rescinded the COVID-19 Testing Requirements for County Employees. The weekly testing requirement for current employees who did not submit proof of vaccination is no longer required. The Recruitment policy was also modified to remove the section requiring new employees are fully vaccinated. CDC guidelines and employee policies will provide further guidance for positive employee COVID-19 tests.

6. REPORTS

A. Chair's Report - Bernadine Goldman

Chair Goldman reported to the Personnel Board that she attended the Boards and Commissions Luncheon on September 22, 2022 via Zoom. The last meeting was held May 19, 2022. The Environmental Services Department reported that they are working with the manufacturer on modifications to the bear proof dumpsters and that the Food Waste Composting Program was approved by Council on September 6, 2022. She also reported that the Manhattan Project National Historic Park Visitors Center will be relocated to the WAC dormitory after its renovation.

B. HR Manager's Report - Mary Tapia

Human Resources Manager Mary Tapia provided the HR Managers Report to the Board for the month of September. The updates included the following HR areas: Administration, Recruitment, Compensation & ERP/MUNIS, Benefits, HR Training/Staff Development, and Safety & Risk Management. She reported that recruitment and retention initiatives continue for regular employees, the Police Department, the Fire Department, and with the County's four collective bargaining groups. She stated upon her acceptance of the position with HR she saw a need for succession placement training, and job development and advancement. In conjunction with succession placement training and the HR job description review the Council approved new job descriptions within the Human Resources Department. This review is done in anticipation of the market study analysis which will be taken to Council in October. The market study will be complete by the end of the year. She reported that the 10th LAC Leadership Academy class began at the beginning of September after it had been postponed since May 2020. The class will be graduating December 2022. She also stated that Safety and Risk conducted Respiratory Fit Testing on September 22-23 and it was the most successful it has been in years.

C. County Council Liaison - Melanee Hand

Councilor Hand reported to the Personnel Board that she and County Council are aware of the issues related to recruitment and retention and support every effort brought forth to accommodate everyone's needs. She also expressed her gratitude to everyone for their efforts with finding a resolution.

7. PREVIEW OF UPCOMING AGENDA ITEMS

1. Employee Recruitment and Retention Incentives Update - Mary Tapia
2. Union Negotiation Updates - Ty Ryburn

8. ADJOURNMENT

The meeting was adjourned at 12:17p.m.

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 the personnel in the Human Resources Division at 505-662-8040 if a summary or other type of accessible format is needed.