



Legislation Text

File #: 19-1500, **Version:** 1

Human Resources Department recommending the Board adopt and authorize the Chair to sign Resolution **174-2019** to add 0.50 FTE Assistant Director of Human Resources - Limited Term allocation for one (1) year.

FUNDING: General Fund.

DISCUSSION / BACKGROUND

Since the departure of the Assistant Director of Human Resources incumbent, the Human Resources Department has run two (2) unsuccessful recruitments to fill the position. Unfortunately, the Department has not been able to find a candidate with the combination of leadership, public sector experience, and extensive HR knowledge that is required. Therefore, the position has been vacant since October 2018. This year, the Human Resources Department was successful in filling one Principal Human Resources Analyst position to assist with the management support, technical expertise, and supervision to professional and technical staff.

While the Director plans to keep and fill the Assistant Director of Human Resources regular position in the future, the Department has an immediate and critical need for additional leadership and technical expertise, to ensure timely and adequate training of staff, and to provide the service customers expect. Therefore, a part-time limited term Assistant Director of Human Resources allocation is being requested for one (1) year.

The purpose of this position is to assist with development of professional and technical staff, objectives in the strategic plan, overall leadership of the Department, and forward progress of the Department as a whole. Upon approval, a recruitment will be conducted to fill the position. This item is only requesting the adoption of a part-time limited term allocation, the funding for which would be provided with salary savings from other Department vacancies.

ALTERNATIVES

The Board could choose not to approve the addition of the limited term allocation.

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Chief Administrative Office

CAO RECOMMENDATION

It is recommended that the Board approve this item.

FINANCIAL IMPACT

Given salary savings from several vacant Human Resources positions, there will not be an increase to the Department for this additional 0.50 limited term position.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Upon Board adoption and approval, please provide a fully executed copy of the Resolution to Katie Lee in Human Resources.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

Tameka Usher, Director of Human Resources