

Financial and Administrative Committee
August 6, 2020
Public Comment

Public Comment #1

Received on Thursday, August 6, 2020 at 12:28 a.m.

By: Kimberly Neas * Representing Self

* 7.21 20-1075 - Proposed Reorganization of the Human Resources Department - Public Comment.

The position of Claims Analyst has been removed from the new department structure. Mr. Light stated that there is no need for this position. This will remove a single contact point for multiple adjusters and various submitting entities across the County. It is the intent, as I understand it, to have submitting individuals/injured workers/supervisors etc... deal directly with IPMG.

The position would then be changed to a Human Resources Generalist position. This would be an entirely different position with drastically different duties. After reviewing the Position Classification Plan and Procedures, I have the following questions:

Policy 5.1 Position Classification Plan; Section 5

Requires that Reclassifications and New Positions go to the Director of Human Resources for approval. If the department being reorganized is Human Resources, who would do the research to determine if, in fact, a change is required / necessary? By submitting this proposal to the Finance Committee, will the proposed changes be vetted prior to approval and submission for the County Board's vote?

This section also requires that position descriptions must be maintained and that if an employee would like to have their position reviewed to contact the Director of HR. What is the contingency for when the employee reports to the Director of HR?

Policy 5.1 Procedure

Section 1 states that the descriptions of individual positions should be maintained for those that are within a similar class. The position of Claims Analyst is unique as no other person in the department works with the TPA and the departments as a liaison.

Section 2 addresses that a change from Claims Analyst to Human Resources Generalist would be a change of position and duties. This would not be a reclassification as the Claims Analyst does not fulfill the same role as a Generalist. What are the requirements when a Department Head wishes to change a job without the input from the employee?

Section 4 outlines that the department head should provide the position description available to employees. Employees should be required to review the descriptions to point out errors in duties. Not explicitly mentioned is the supervisory relationship. If a person is being changed to a different position with a different direct supervisor...what are the requirements for when the person should be told who they will report to? Can they be told that since it is the position of a different employee that they are not allowed to have that information?

Thank you for your time and consideration - Kimberly