MINUTES
Congressional HR Design Policy Advisory Committee
9.19.15

Members present: L. Meinholz, T. Fritter, T. Handland

Members absent: L. Zeimet, N. Maney

Others present: P. Droes, M. Czynszak-Lyne

At 1:30PM, Chair Meinholz called the meeting to order and instructed the Secretary to record those present.

Chair Meinholz paused for public comments. Ms. Patricia Droes appeared under public comments to state that motion to seat the committee does not correspond to examining the proposed amendments to the hostile and intimidating behaviors policy.

Ms. Mary Czynszak-Lyne spoke regarding the draft Minutes of the Congress meeting of 22 June, stating that the Charge of the Committee is out of sync with motion to create the HR Design Policy Advisory Committee and read the motion.

Secretary objected, stating that the motion read by Ms. Czynszak-Lyne was her own suggested edit to the actual motion that appears in the draft Minutes.

Ms. Czynszak-Lyne stated that her interpretation of the motion was the correct one, based on her having listened to the recording of the meeting.

Secretary stated the Ms. Czynszak-Lyne had previously contacted his office to obtain a copy of the language that includes the motion in the draft Minutes. Secretary noted that when she contacted his office Ms. Czynszak-Lyne said that she had listened to the recording and suggested the Secretary do the same. Secretary then stated that he did so, re-checked the language in the motion in the draft Minutes and provided the language to Ms. Czynszak-Lyne who in turn replied in an email that she felt the Secretary had ‘captured’ the motion correctly.

Ms. Czynszak-Lyne stated she has since had the opportunity to listen to the recording again and offered to play it for the members of the committee.

Secretary stated that the recording has already drawn three different conclusions by two different people in a matter of two days. Secretary stated that he would not alter motions or statements in the Minutes on the advice of others until he had checked first with the author of the motion, whom he noted happens to be a member of the Committee. Secretary inquired of Ms. Czynszak-Lyne if she didn’t think that was a proper way to proceed. Reply came in the negative with Ms. Czynszak-Lyne stating that it was not necessary when there is an existing recording. Secretary inquired of Ms. Czynszak-Lyne if she thought it was appropriate for the Secretary to change statements or motions she had made based on
the advice of others without checking with her first. Reply came from Ms. Czynszak-Lyne that she would “not be badgered” by the Secretary and concluded that the committee should reconsider its Charge based on the content of the motion to create the committee and that the committee should either focus only on the Amendments that were made at the Congressional level during the debate of HR Design policy drafts or it should disband and a new committee should be formed with the intent of broad policy review.

Discussion heard that it was not agreed to that the Secretary had “badgered” anyone and that the tone and content of the public comments discussion was appropriate.

Chair Meinholz directed the attention of the committee to the draft Minutes of the previous meeting. Mr. Fritter moved, seconded by Mr. Handland, to approve the Minutes. All in Favor. MOTION CARRIED.

Request was made to take agenda items out of order. Without objection being heard the Chair allowed discussion to proceed.

Discussion was opened on the Hostile/Intimidating Policy draft. Questions were raised regarding the use and meaning of the words, “exclusion” and “isolation”.

Chair admonished visitors to take conversation out in the hall or remain quiet during the proceedings.

Discussion was heard regarding need for better definitions of terms used in the policy draft. Discussion was heard as to how social interaction is affected by workplace environment or physical particulars of a workplace.

Discussion heard that language in policy draft is contradictory. Discussion heard that language in the draft may not be sensitive to the work environments of those who work off shifts.

Discussion heard regarding a proposed amendment to the policy regarding a prohibition on those with hostile and intimidating behavior complaints against from conducting performance reviews.

Discussion heard regarding the process particulars as it related to both the ‘informal’ and ‘formal’ processes as described in the policy.

Chair Meinholz opened discussion on operational areas.

Discussion was heard the smallest operational area consists of 1 person and that there are 240 such areas, and that the largest area is 123 persons. Concern expressed how the policy will be interpreted or enforced in the future as OHR personnel change. Discussion heard that reliance on organizational charts to determine operational areas is problematic. Concern expressed that conversations around operational areas began in January but specifics regarding actual areas was not provided until after July 1st. Discussion heard that current system of determining operational areas results in pigeon holing employees. Discussion heard that operational areas should contain no less than 20 employees unless justification can be made. Discussion heard that some single-person operational areas cannot be eliminated due to the nature of the workplaces and the existence of some small population job titles.
Discussion heard that Congressional Representatives have heard feedback from constituents that operational areas are viewed as a ‘surgical tool’ for use in layoffs.

Chair Meinholz opened discussion on removal of disciplines from personnel files.

Discussion was heard regarding the suggestion that the committee meet with a group of HR Representatives at a future meeting to examine their perspective on disciplines and how they are maintained. Discussion heard regarding the need for a set time to be established when disciplines are automatically removed.

At 3:00pm, Mr. Fritter moved, seconded by Mr. Handland, to adjourn the meeting. All in Favor. MOTION CARRIED.

Minutes prepared and submitted by : J. Lease / Secretary