MINUTES
Personnel Policies and Procedures Committee
11.22.19

MEMBERS PRESENT: T. Hilston, B. Peters, T. Hunter, R. Snell, C. Stodd
MEMBERS ABSENT: None
OTHERS PRESENT: T. Fritter, A. Broan, J. Perkins

At 2PM, Chair Peters called the meeting to order and instructed the Secretary to record all of those present.

Chair Peters paused for public comments. Mr. Terry Fritter noted that it was this week in 1942 that the 1,700 mile Alaskan Highway was completed and further noted that the highway includes a memorial bridge dedicated to African American Veterans.

Chair Peters directed the attention of the Committee to the draft Minutes of the previous meeting. Discussion was heard that two references to ‘workman’s compensation’ should be changed to ‘workers compensation’. Secretary agreed to make the change.

Mr. Hilston moved, seconded by Ms. Snell, to approve the Minutes. All in Favor. MOTION CARRIED.

Chair Peters opened discussion on the Interview Time Policy draft. Ms. Jennifer Perkins of OHR submitted the draft for the review of the Committee.

Discussion was heard in regard to the use of the word ‘may’ in Part ‘B’ of item ‘3’ of the draft. Reply came that the word ‘may’ was used appropriately and will remain.

Discussion was heard in regard to ‘definitions’ and if ‘a position that’ was grammatically correct.

Discussion was heard regarding the use of the term ‘reasonable’ as it related to travel time. Reply came that it is meant not to limit but rather to allow.

Ms. Hunter moved, seconded by Ms. Stodd, to approve the draft of the Interview Time Policy. All in Favor. MOTION CARRIED.

Chair Peters opened discussion on mandatory break and lunch policy. Discussion was heard that OHR will not pursue adjustments to the existing policy and will wait for the Title and Total Compensation Project to address workplace flexibility proposals.

Chair Peters opened discussion on the Return to Work policy proposal.

Discussion was heard that the 2nd and 3rd Shift Issues Committee met regarding the proposal and discussed the significant challenges that might be experienced by workers on those shifts as it relates to return to work placement. These included parking, child care and working with unfamiliar tasks and locations.
Discussion was heard that greater emphasis should be placed on unsafe workplace conditions that might lead to injuries rather than emphasizing the need to return to the workplace.

Discussion was heard that the focus should not be on cost savings or productivity which is how the proposal is presented.

Concern was expressed that the proposal does not take into account those employees injured off the job.

Concern was heard that employees have expressed that they are fearful to report workplace injuries. Discussion was heard that employees need to be fully aware of their rights and the procedures in this regard.

Question was raised as to why University Health Services is not formally involved in the process.

Concern was expressed that temporary assignments might not be of value, or appropriate.

Concern was expressed over the intended use of independent medical examiners.

Discussion was heard that the approach should be proactive and not reactive and not punitive and should be put together with a goal of employee retention.

Chair Peters opened discussion on future agenda items. General agreement was heard that there would be interest in pursuing meetings on the student proposal of a tobacco free campus, as well as an in depth discussion in regard to the language in the Return to Work policy.

At 3:25PM, Ms. Hunter moved, seconded by Ms. Snell, to adjourn the meeting. All in Favor. MOTION CARRIED.

Minutes prepared and submitted by: J. Lease / Secretary