



# Detroit Water and Sewerage Department Meeting Minutes - Final Human Resources/OD Committee

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Monday, March 13, 2017

12:00 PM

5th Floor Board Room, Water Board Building

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## Human Resources Committee Meeting rescheduled from March 6, 2017

### 1. CALL TO ORDER

Chairman Davis called the meeting to order at 12:12 p.m.

### 2. ROLL CALL

**Present:** 3 - Mary Blackmon, John Henry Davis and Jane Garcia

**Absent:** 1 - Linda Forte

### 3. APPROVAL OF AGENDA

Chairman Davis requested approval of the agenda.

**A motion was made by Commissioner Mary Blackmon, seconded by Commissioner Jane Garcia that the agenda be approved. The motion carried by a unanimous vote.**

### 4. APPROVAL OF MINUTES

Chairman Davis requested approval of the minutes of February 6, 2017 and February 9, 2017 Special Meeting.

**A motion was made by Commissioner Mary Blackmon, seconded by Commissioner Jane Garcia that the minutes be approved. The motion carried by an unanimous vote.**

### 5. PUBLIC PARTICIPATION

There were none.

### 6. UNFINISHED BUSINESS

#### A. Draft BOWC Technical Advisor

[17-0056](#)

Draft BOWC Technical Advisor

**Sponsors:** Sulaka

**Attachments:** [BOWC Technical Advisor Description - 2nd Draft\\_1](#)

This Communication or Report was received and filed.

#### B. Draft Diversity Statement

[17-0057](#)

##### Draft Diversity Statement

**Sponsors:** Sulaka

**Attachments:** [DWSD Diversity Statement - 3rd Draft\\_1](#)

This Communication or Report was received and filed.

#### C. City Shared Services Update

HR and Payroll. Ninety-nine percent testing complete. Transition expected in August. Next phase live testing of the payroll information system. NeoGov tracking system (performance evaluations) progress.

#### D. Collective Bargaining Agreement (CBA)

Provided employee roster as of 02/2017. Pending: number of DWSD contractors; retirees of 2016; anticipated retirees of 2017

#### E. Employee Personnel Assessment

##### - HR Consultant Draft RFP

Draft HR Consultant (RFP April)

#### F. Recruitment Strategy Update

Pending update.

### 7. NEW BUSINESS

[17-0058](#)

##### Status Report

**Sponsors:** Chaney

**Attachments:** [Status Report-February](#)

This Communication or Report was received and filed.

#### B. Executive Compensation

##### - Draft Position Description-Director

Pending item.

### 8. NEXT MEETING

April 3, 2017 at 12:00 p.m.

**9. OTHER MATTERS**

There were none.

**10. ADJOURNMENT**

Chairman Davis requested a motion to adjourn.

**A motion was made by Commissioner Mary Blackmon, seconded by Commissioner Jane Garcia that the meeting be adjourned. The motion carried by a unanimous vote.**

**There being no further business, the meeting adjourned at 12:46 p.m.**