



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

735 Randolph Street  
Detroit, Michigan 48226  
(313) 224-4704 Office  
[www.dwsd.legistar.com](http://www.dwsd.legistar.com)

---

Monday, August 1, 2016

12:00 PM

5th Floor Board Room, Water Board Building

---

## **Human Resources Committee Meeting**

### **1. CALL TO ORDER**

Chairman Davis called the meeting to order at 12:10 p.m.

### **2. ROLL CALL**

**Present:** 3 - Linda Forte, Mary Blackmon and John Henry Davis

**Excused:** 1 - Jane Garcia

### **3. APPROVAL OF AGENDA**

Chairman Davis requested a motion to approve the agenda.

**A motion was made by Commissioner Mary Blackmon, seconded by Commissioner John Henry Davis that the agenda be approved. The motion carried by an unanimous vote.**

### **4. APPROVAL OF MINUTES**

**There was none.**

Commissioner Garcia joined the meeting at 12:15 p.m.

### **5. PUBLIC PARTICIPATION**

**There was none.**

### **6. UNFINISHED BUSINESS**

The organizational chart will remain an open item.

### **7. NEW BUSINESS**

**A. Organization Chart Review**

Presenter: Richard Sulaka, General Counsel

Committee will revisit after 60 days:

- Plan of action
- Organizational Chart
- HR Roster

[16-0126](#)

**DWSD Organizational Chart**

**Sponsors:** Sulaka

**Attachments:** [DWSD\\_ORG\\_02-12-16](#)

**B. HR July 2016 Status Report**

Presenter: Danielle Chaney, Human Resources Generalist

[16-0124](#)

**Status Update**

**Sponsors:** Brown

**Attachments:** [Status Update - July 2016](#)

Received and Filed

Commissioner Garcia departed at 1:25 p.m.

**C. Open Items**

Richard Sulaka, General Counsel and Tarolyn Buckles, Board Technical Advisor will review and update committee on the following:

- DWSD tip hotline
- Diversity Statement
- Risk Assessment and Succession Plan
- DWSD Employee Performance Evaluation
- Policies

**8. Next Meeting**

The Human Resources standing committee meets the first Monday of the month.  
The next meeting is September 12, 2016 at 12:00 p.m.

**9. OTHER MATTERS**

**There was none.**

**10. ADJOURNMENT**

Chairman Davis requested a motion to adjourn.

**A motion was made by Commissioner Mary Blackmon, seconded by Commissioner John Henry Davis that the meeting be adjourned. The motion carried by an unanimous vote.**

**There being no further business the meeting adjourned at 1:40 p.m.**