

## 2019/07/02 - SB 2124 Transition Team Meeting - Topics and Discussion

Topics in black, discussion in blue

### Human Resources:

- Technical requirements for HR to fill positions coming over to the state
  - Discussion of position numbers and classifications
- Update on the HR survey as of noon on 07/02
  - Response number overall? As of hour ago, 574 responses
  - Number of counties represented in the responses? 50 counties represented thus far in responses
  - Discussion of questions received
- Host county minimal qualifications for HR / general admin purposes
  - Primary decision point for hosts is around benefits, as discussed at June 11 meeting
  - As hosts are approved, need to ensure if smaller county is host, they will have people and technical capacity
- Policy for hiring approval for positions
  - Previous discussion: need a quick approval process to fill vacancies, some review for vacancies that have not been filled in recent past
  - To fill an existing recently vacated position is more of a notification, an email with pre-defined fields
  - Positions long-vacant, involving reclassification or other complicating factors would be reviewed. Template for hiring approval has been created. After review by the group it will be sent out broadly for use by all counties/zones.
- Quality control specialists for Children & Family Services for human service zones
  - On-site case review process needs to be set up by end of year
  - These will be full-time, specialized positions (approved for up to 7 with a contingency of 3 additional)
  - There is some alignment between old and new processes / instruments
- Gathering final FTE lists from county offices for purposes of 2020 budgeting and position transfers
  - Use list from July (submitted August)
  - Need to give reminder to send completed and clean FTE lists
  - July list is generally due by August 15

### Legal & Zone agreements/plans:

- Custodial changes starting August 1
  - Working through questions
  - Additional guidance ready within next week or two in advance of August 1

### Fiscal:

- Update on salary increase guidance
  - Future salary increases limited if 2019 raises greater than 2% or total increases across 2018-19 greater than 5%. Increases due to promotions to be evaluated on a case-by-case basis. Further detail in salary increase guidance document.
- Update on budgeting and conversation with county auditors on budgets
  - Ongoing, primary focus is indirect costs, since this affects levy authority
  - Setting up time to meet with each auditor to help them budget and finalize indirect cost formula

- County auditor presentation: To add information to transition website

Other:

- Topics for next week
  - Coordination of regional reps and zones, as some zones will span multiple regions
- Discussion of sending minutes
  - Distill down the information on a weekly basis