



MIAMIBEACH

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PERSONNEL BOARD MINUTES OF THE MEETING OF NOVEMBER 19, 2010

Attending:	Elsa Urquiza	Chairperson
	David Alschuler	Vice Chairperson
	Bunny Patchen	Associate Member
	Gabriel Paez	Associate Member
	Michael Perlmutter	Associate Member
	Rosalie Pincus	Associate Member
	Evette Phillips	Employee Member
	Renato Sejas	Employee Member
	Ramiro Inguanzo	Secretary

Absent:	George Castell	Employee Member
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Elsa Urquiza, Chairperson, convened the Personnel Board meeting at 9:05 a.m.

ITEM 1- Approval of Minutes

Upon motion by Bunny Patchen, Associate Member, and seconded by David Alschuler, Vice Chairperson, the minutes of the September 17, 2010 Personnel Board meeting were approved.

ITEM 2- Update on Union Contracts

Ramiro Inguanzo, Secretary, reported that the City did not go through with the impasse hearings with the Communication Workers of America, Local 3178 (CWA) and was able to negotiate a contract with the CWA. The contract negotiated contained wage and pension concessions. The City was also able to negotiate other changes that it has been trying to achieve for years, particularly on how overtime is paid. Mr. Inguanzo, proceeded to go over a two-sided handout summarizing the changes to the General Employee Salary Groups, CWA changes effective with the negotiated contract and Miami Beach Employee Retirement Plan (MBERP) Pension Plan Changes. A brief discussion on healthcare coverage for part-time employees ensued, at which time Mr. Inguanzo advised the Board that the City is exploring options that may provide part-time employees with healthcare coverage in the future.

ITEM 3- Discussion regarding Citywide Personnel Board Awards

Ramiro Inguanzo, Secretary, advised the Board that for their convenience, a copy of the memorandum and nomination form that was distributed this year was attached. Rosalie Pincus, Associate Member, explained to the Board that she believes the awards needed to be "jazzed up". Mrs. Pincus also suggested that the Board give a special yearly award to an employee that stands out. Mr. Inguanzo, suggested that any changes or recommendations should be discussed in a subcommittee that could report back to the Board. A subcommittee was created, which was scheduled to meet on Tuesday, November

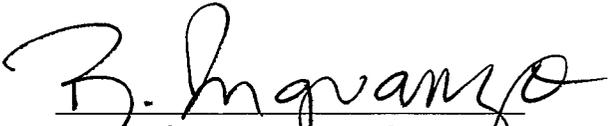
30, 2010 at 1:30 p.m. This subcommittee will be chaired by Mr. David Alschuler. Associate Members Rosalie Pincus and Michael Perlmutter, as well as Employee Member Evette Phillips volunteered to serve on the subcommittee.

ITEM 4- Classified Performance Evaluations - the request from Personnel Board Members for Department Directors with more than 10% or with 10 or more past due performance evaluations to appear before the Board

Ramiro Inguanzo, Secretary, stated that the Human Resources Department, will continue to work with all Department Directors to ensure that performance evaluations are processed in a timely manner. Mr. Inguanzo, proceeded to commend the Fire Chief and Assistant Fire Chief for the great work they have done in bringing down the number of outstanding evaluations in the Fire Department since the last Personnel Board meeting. Mr. Inguanzo, stated that the Human Resources Department, in particular Rafael Granado, Assistant Human Resources Director, has met with staff in the Fire Chief's office to discuss ways to make the evaluation process more efficient. Chief Yuhr, explained to the Board the unique challenges the Fire Department faces when evaluating employees due to the fact that there is a yearly bid for all shift positions, and evaluations are based on the employees anniversary date. Chief Yuhr, suggested to the Board that in order to achieve greater efficiency, the Department's evaluations should run concurrent with annual shift bid. Chief Yuhr, in his opinion, believes that our current performance evaluation forms are not effective and contain too many subjective factors. He would like to use the Fire Department as a pilot program and implement an evaluation form that is less complicated, and which would be modeled after what is currently being used by other counties and cities. Chief Yuhr, thanked the Board for bringing the past due evaluations to his attention, as this allows him to go back to the supervisors and share with them that the Personnel Board is looking at these past due evaluations. Elsa Urquiza, Chairperson, expressed that at the last Board meeting they were very concerned that the numbers of past due evaluations for the Fire Department kept going up, and whether or not this delay was being caused by the same supervisors. Ms. Urquiza, agrees that many of the forms that are used to evaluate employees are not really job related. She also feels that the Board would be agreeable to revising the form to be more specific to the Fire Department and the actual job related functions. Ms. Urquiza, expressed that her main concern is that the employees are not being given a chance to work on any deficiencies they may have. Chief Yuhr, explained that the evaluation pilot would be from October to October of each year. Mr. Inguanzo, stated that when this new performance evaluation form is created that they would make sure that the Fire Union is agreeable, that Legal has reviewed and approved the new form and then it would come before the Board.

In closing remarks, Ms. Urquiza asked that we explore the option with either the City Attorney's Office or Human Resources to verify whether or not the Board can allow employees to come before it without the issues at hand first being screened.

With all in favor, the meeting was adjourned at 10:36 a.m.


Ramiro Inguanzo, Secretary