

Yamhill County



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OFFICE OF COUNTY ADMINISTRATOR

KENNETH HUFFER
COUNTY ADMINISTRATOR

JUSTIN HOGUE
BUSINESS SERVICES DIRECTOR

DATE: October 11, 2019

TO: Yamhill County Board of Commissioners

FROM: Ken Huffer, County Administrator

SUBJECT: Classification Committee recommendation regarding appeal of Department Head's denial of reclassification request submitted by Support Enforcement Division employees.

Commissioners,

The Classification Committee convened a meeting on September 25, 2019 to consider the appeal of the District Attorney's denial of a reclassification request that was brought forward by employees of the District Attorney's Office Support Enforcement Division (SED). SED employees requested that the two current classifications within SED, Office Specialist Technician and Program Coordinator, be reclassified to Paralegal and Paralegal with an additional 5.5% lead worker incentive.

The meeting was convened per Article 20.4 of the Yamhill County and AFSCME Local 1422 Agreement July 1, 2017 through June 30, 2020 (CBA). The process of the meeting was conducted as per current county policy and past practice. The Committee was comprised of Department of Criminal Justice Director Jessica Beach (Management Representative), Planning Department Director Ken Friday (Management Representative), Health and Human Services Director Silas Halloran-Steiner (Management Representative), Elsa Pantoja (Union Representative), James Craver (Union Representative), and Mark Shroyer (Union Representative and substitute for Emilia Barragan, as Ms. Barragan was one of the employees making the request). I served as Chair for the Committee, per the CBA and current policy. Following presentations made by both the SED employees and the department head, as well as a closing statement provided by the SED employees, the requests were considered in two motions:

- Classification Committee member James Craver made a motion to approve the reclassification of the Office Specialist Technician to Paralegals. The vote was two in favor (Craver, Shroyer) and four opposed (Beach, Friday, Halloran-Steiner, Pantoja). Motion failed.
- Classification Committee member James Craver made a second motion to approve the reclassification of the Program Coordinator to Paralegal. This second motion resulted in a tie vote of three in favor (Craver, Shroyer, Pantoja) and three opposed (Beach, Friday, Halloran-Steiner). As per CBA and County Policy, I cast the tie-breaking vote to oppose the motion. Motion failed.

Therefore, the Classification Committee recommends upholding the department head's decision and deny the SED employees' request for reclassification to Paralegal.

Accepted by Yamhill County
Board of Commissioners on
10/17/19 by Board Order
19-425