

## Lane County - Service Option Sheet - FY 16-17 Proposed

### SOS C16 Employee & Labor Relations, Recruitment

Service Category: Central Services

Dept: Human Resources

Mandate: None

Related

**SHALL**

Contact: Marsha Edwards 541-682-3689

Leverage: None

Some

HIGH

#### Executive Summary

Employee and Labor Relations provides services that support and generate labor agreements, policies and other guidelines related to contracts. This unit manages the collective bargaining and labor negotiation process and supports departments with employment and bargaining unit resolutions by following the appropriate State and Federal mandates. Employee and Labor Relations also provides recruitment support to departments. Processes unemployment claims and ensures Veteran's Preference is applied to comply with state regulations.

	Revenue	Expense Total	General Fund	FTE
<b>Proposed Budget Total</b>	\$521,254	\$744,630	\$223,376	6.00
<b>Level 2:</b>	\$0	\$80,777	\$80,777	1.00

Supports departments with investigations and complaints, provides supervisor/manager coaching and assists in processing any claims by employees or the public. Mitigates potential litigation by responding to employee grievances in a timely manner. Participates in dispute resolutions. Provides full support to all county departments with recruitment, including job postings, screenings, assistance with interview and hiring processes. Public contact with applicants and internal customer services to all county departments.

<b>Level 1: Threshold</b> - reductions to this level results in elimination of service	\$521,254	\$663,853	\$142,599	5.00
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Labor Relations Program manages and responds to employee and union grievances, Bureau of Labor and Industries (BOLI) and Equal Employment Opportunity Commission (EEOC) complaints. Manages the collective bargaining and labor negotiation process for 7 unions. Leads dispute resolution processes and works with the State of Oregon Unemployment Department.

#### State/Federal Mandate

ORS 243; ORS Chapter 659A; OAR 115-010 to 115-040; ORS 662 & 663; Fair Labor Standards Act; Equal Employment Opportunity Laws; Title VII of Civil Rights Act of 1969, 29 CFR 1604.1; Section 504 of the Rehabilitation Act of 1973; USERRA, OSHA Whistleblower Protections; Equal Employment Opportunity Laws, including Equal Pay Act, Age Discrimination in Employment Act, Regulation; Veterans Preference in Public Employment ORS 408.225; ORS 657 Unemployment Insurance; Are all "shall" mandates.

#### Leverage Details

The General Fund portion of this program leverages the following:

\$0	back to the Discretionary General Fund
\$0	into other non discretionary County Funds
\$0	directly to community members via service provided

For the purpose of this comparison, only include leveraged funds that are dependent on General Fund revenue. Do not include funds that would still be leveraged if the General Fund portion of the service were decreased or eliminated.