

**New Castle County
Human Resources Advisory Board
Annual Report to New Castle County for 2018**

To: The Honorable Matthew Meyer, County Executive
The Honorable Karen Hartley-Nagle, County Council President
Council Members, New Castle County Council

From: Dr. Valencia "Lynn" Beaty, Chair, Human Resources Advisory Board

cc: Patricia L. Purnell, Member, Human Resources Advisory Board
O. Floyd Corbin, Member, Human Resources Advisory Board

Re: HR Advisory Board Annual Report to New Castle County for 2018
(In compliance with New Castle County Code Section 2.04.001)

Date: March 7, 2019



Human Resources Advisory Board Members in 2018:

- Dr. Valencia "Lynn" Beaty, Chair
Appointed by Resolution R17-034 on 02/14/17; Term expires 02/14/23
- Patricia L. Purnell
Appointed by Resolution R12-116 on 09/04/12; Term expires 08/21/18
- O. Floyd Corbin
Appointed by Resolution R16-063 on 04/12/16; Term expires 04/12/22

Duties of the Human Resources Advisory Board:

The Human Resources Advisory Board shall represent the public interest in the merit system. The Human Resources Advisory Board shall provide advice and make recommendations to the Chief Human Resources Officer. It shall devote its efforts to the broader aspect of the program through studies, investigations, and recommendations such as advice to the Chief Human Resources Officer, the County Executive and County Council on the improvement of human resources administration in County employment. The Board shall also hear and act upon all appeals as provided in Chapter 26 of the New Castle County Code. It shall make an annual report to the County Executive and County Council which shall be made public.

Additional Information Regarding the Human Resources Advisory Board:

The Human Resources Advisory Board shall consist of three (3) members. The members of the Human Resources Advisory Board shall be appointed by the County Executive, with consent of County Council, for terms of six (6) years or until their successors are appointed and qualified. Appointments made upon the expiration of any Board member's term shall be for six (6) years from such expiration date. When vacancies occur, they shall be filled for the unexpired term. The members of the Board shall be residents of the County. They shall be persons of recognized character and ability whose experience provides knowledge of human resources practices and procedures and knowledge and support of merit principles as applied to public employment. No member of the Board shall be a member of any local, state or national committee of a political party or an officer or a member of a committee of any partisan or political group or shall hold or

be a candidate for any political office, and no more than two (2) of the members shall be of the same political party.

Members of the Board shall be compensated according to Section 26.01.009 of the New Castle County Code.

One (1) of the members shall be elected Chairperson by the members of the Board. Meetings shall be called and held as shall be provided by rules to be adopted by the Board. Two (2) members shall constitute a quorum.

Summary of Actions in 2018:

January 19, 2018

Board Members Present:

Dr. Valencia "Lynn" Beaty, Chair
O. Floyd Corbin, Member

Board Members Absent:

Patricia L. Purnell

- Consider new class specification of Sewer Operations Manager (Pay Plan and Rates of Pay for Non-Union Classified Service Employees) – Pay Grade 34 (\$73,190 - \$113,542 per year):

The Board recommended approval of the new class specification of Sewer Operations Manager. (Ordinance 18-040 was adopted by Council and Approved by the County Executive.)

February 1, 2018

Meeting cancelled, no agenda items presented.

March 1, 2018

Board Members Present:

Dr. Valencia "Lynn" Beaty, Chair
O. Floyd Corbin, Member

Board Members Absent:

Patricia L. Purnell, Member

- Approval of Human Resources Advisory Board Annual Report for 2017

The Board approved the Human Resources Advisory Board Annual Report for 2017.

Human Resources Advisory Board
2018 Annual Report
Page 3

April 5, 2018

Board Members Present:

Dr. Valencia "Lynn" Beaty, Chair
O. Floyd Corbin, Member
Patricia L. Purnell, Member

- Consider new class specification of Parks Division Manager (Pay Plan and Rates of pay for Non-Union Classified Service Employees) – Pay Grade 34 (\$73,190 - \$113,542 per year):

The Board recommended approval of the new class specification of Parks Division Manager. (Ordinance 18-058 was adopted by Council and Approved by the County Executive.)

- Consider recommended revisions To Amend New Castle County Code Chapter 26 ("Human Resources"), to Include Additional Anti-Discrimination Protections Recognized Under Federal and Delaware State Law (Sections 26.01.001, 26.01.010, 26.01.018, 26.01.021, 26.03.1101):

The Board recommended approval of the revisions to the Code. (Ordinance 18-038 was adopted by Council and Approved by the County Executive.)

May 3, 2018

Meeting cancelled, no agenda items presented.

June 7, 2018

Meeting cancelled, no agenda items presented.

July 12, 2018

Meeting cancelled, no agenda items presented.

August 2, 2018

Meeting cancelled, no agenda items presented.

September 6, 2018

Meeting cancelled, no agenda items presented.

Human Resources Advisory Board
2018 Annual Report
Page 4

October 4, 2018

Meeting cancelled, no agenda items presented.

November 1, 2018

Meeting cancelled, no agenda items presented.

December 6, 2018

Meeting cancelled, no agenda items presented.