

Division: Operations

Program Characteristics:

Program Description

The Health Department Human Resources (HR) team provides expertise, consultation, and leadership to ensure a highly skilled and diverse workforce is hired and retained. We uphold core values of non-discrimination and varied lived experiences, manage compliance with personnel rules and legal requirements, and maintain partnerships with labor unions and stakeholders.

Critical operating areas include Recruitment, Workday implementation, Leave Coordination, Privacy Compliance, Classification/Compensation, Data Management, and Employee Record Maintenance. The Workforce Equity Strategic Plan (WESP) drives measurable outcomes across all HR areas, focusing on organizational culture, professional development, and retention. Additionally, our Employee Relations team offers comprehensive support, including team development, performance management, coaching, and discipline, partnering with union staff (AFSCME Local 88, Dentists, Physicians & Psychiatrists, Pharmacists, and the Oregon Nurses Association) to resolve grievances and collaborate on concerns.

Key outcomes include sustained improvement in average days to hire; recruiting and retaining a diverse workforce that reflects the communities we serve; and elevation of supportive internal services, specifically by reducing the elevation of grievances to Step 3 or arbitration by 2027.

Equity Statement

Health Department Human Resources (HR) is dedicated to fostering an equitable workplace by ensuring we support our diverse workforce. We champion equity through recruiting diverse talent, ensuring fair compensation, and creating equal opportunities for growth within the organization. We strive to build and support a workforce that ensures fair and equitable outcomes for our employees.

Revenue/Expense Detail

	2026 General Fund	2026 Other Funds	2027 General Fund	2027 Other Funds
Personnel	\$5,356,382	\$120,851	\$5,233,240	\$0
Contractual Services	\$12,060	\$0	\$12,458	\$0
Materials & Supplies	\$41,271	\$41,066	\$43,025	\$310
Internal Services	\$372,901	\$237,095	\$322,193	\$218,657
Total GF/non-GF	\$5,782,614	\$399,012	\$5,610,916	\$218,967
Total Expenses:	\$6,181,626		\$5,829,883	
Program FTE	27.88	0.00	26.88	0.00
Program Revenues				
Intergovernmental	\$0	\$399,012	\$0	\$218,967
Total Revenue	\$0	\$399,012	\$0	\$218,967

Performance Measures

Performance Measure	FY25 Actual	FY26 Estimate	FY27 Target
Community events attended for recruitment and outreach	19	20	17
Average days to fill a recruitment	94	78	78