

**Department:** County Management                                      **Program Contact:** Travis Graves  
**Program Offer Type:** Existing Operating Program                                      **Program Offer Stage:** As Proposed  
**Related Programs:**  
**Program Characteristics:**

**Executive Summary**

Labor Relations provides leadership to ensure effective labor-management relationships, appropriate work conditions and legal compliance that balance the rights of employees with the business needs of the county. This program manages 12 labor contracts, representing 85% of the county workforce, and the Personnel Rules (work rules) that apply to 100% of county employees.

**Program Summary**

Contract negotiations present one of the most significant opportunities to forge partnerships with labor unions that serve the needs of both the county and its employees. Labor Relations was successful during previous negotiations to achieve staggered dates for contract renewals, which provides the county a better opportunity to strategically plan and time proposals for contract changes. While this approach means contract negotiations have become a year round workload, it does better support Labor Relations and department management staff to focus and prepare for each labor agreement.

Forums such as the Employee Relations Committee and Employee Benefits Advisory Team along with tools such as negotiated memorandum create the foundation of open communication, clear and accessible decision making and collaborative problem solving needed to achieve uniform labor/management practices throughout the county.

Labor Relations:

- Leads collective bargaining activities, including contract negotiations, interim negotiations, labor contract administration and interpretation.
- Guides development of employee relations programs to create and promote a positive organizational culture, and advocate for fair, respectful treatment of employees.
- Ensures consistent application and enforcement of collective bargaining agreements, work rules, grievance and discipline policies.
- Provides internal expertise for dispute resolution, grievance handling, and cooperative problem-solving.
- Maintains and develops personnel rules and administers the county's drug and alcohol testing process.
- Coordinates countywide layoff activities and the merit council appeals process.
- Manages the Unemployment Claims appeal process; and
- Ensures compliance with federal, state, local laws, rules, regulations and labor agreements, and communicates, trains and coaches supervisors, managers and department human resources units on these requirements

**Performance Measures**

<b>Measure Type</b>	<b>Primary Measure</b>	<b>FY19 Actual</b>	<b>FY20 Budgeted</b>	<b>FY20 Estimate</b>	<b>FY21 Offer</b>
Output	Number of labor disputes	147	102	114	133
Outcome	Percentage of labor disputes settled collaboratively	95%	96%	96%	95%

**Performance Measures Descriptions**

Output and Outcome: Disputes include formal and informal disagreements about the interpretation or application of labor contracts, Personnel Rules, practices or policies. Resolving labor disputes collaboratively means all involved parties have agreed to the resolution without going to arbitration. Arbitration can be costly and result in a binding decision that is not in the county's best interest. FY20 Performance measures contained incorrect data and have been corrected for FY21.

## Legal / Contractual Obligation

Federal, state, local laws, rules, and regulations covering wage and hour, discrimination, harassment, labor relations, privacy, employment at will, hiring, defamation, Uniformed Service Employment and Re-employment Rights Act, Health Insurance Portability & Accountability Act and other employment related issues. Twelve labor agreements necessitate contract compliance regarding rates of pay, hours of work, fringe benefits and other matters pertaining to employment.

## Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2020	2020	2021	2021
Personnel	\$900,896	\$54,357	\$943,781	\$56,658
Contractual Services	\$9,750	\$0	\$9,750	\$0
Materials & Supplies	\$13,100	\$0	\$13,100	\$0
Internal Services	\$10,883	\$11,525	\$29,269	\$1,227
<b>Total GF/non-GF</b>	<b>\$934,629</b>	<b>\$65,882</b>	<b>\$995,900</b>	<b>\$57,885</b>
<b>Program Total:</b>	<b>\$1,000,511</b>		<b>\$1,053,785</b>	
<b>Program FTE</b>	4.60	0.25	4.60	0.25

Program Revenues				
Other / Miscellaneous	\$0	\$65,882	\$0	\$57,885
<b>Total Revenue</b>	<b>\$0</b>	<b>\$65,882</b>	<b>\$0</b>	<b>\$57,885</b>

## Explanation of Revenues

This program is supported primarily by General Fund with 0.25 FTE Labor Relations Manager supported by \$57,885 from the Risk Fund.

## Significant Program Changes

Last Year this program was: FY 2020: 72018-20 Central HR Labor Relations