

**Lead Agency:** County Management

**Program Contact:** Travis Graves

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** In Target

**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 10 labor contracts, representing 85% of the County workforce.

**Program Description**

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 the last round of negotiations in achieving 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 Employee Relations Committee and Employee Benefits Team along with tools such as negotiated memoranda 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 develop personnel rules and administer the county's drug and alcohol testing process;
- Coordinates countywide layoff activities and the merit council appeals process;
- Manages the Unemployment Claims 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**

Measure Type	Primary Measure	Previous Year Actual (FY09-10)	Current Year Purchased (FY10-11)	Current Year Estimate (FY10-11)	Next Year Offer (FY11-12)
Output	Number of Labor disputes.	225	200	185	200
Outcome	Percentage of labor disputes settled collaboratively.	96.0%	95.0%	76.0%	85.0%

**Performance Measure - Description**

Disputes include formal and informal disagreements about the interpretation or application of labor contracts, Personnel Rules, practices or policies. The resolution of labor disputes collaboratively means all involved parties have agreed to the resolution without going to arbitration. The alternative is an external arbitrator imposing a decision binding on all parties.

## Legal/Contractual Obligation

Ten labor agreements necessitate contract compliance regarding rates of pay, hours of work, fringe benefits, and other matters pertaining to employment. 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 Reemployment Rights Act, Health Insurance Portability & Accountability Act and other employment related issues.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2011	2011	2012	2012
Personnel	\$777,053	\$38,108	\$796,210	\$38,493
Contracts	\$20,000	\$0	\$20,000	\$0
Materials & Supplies	\$11,500	\$0	\$14,124	\$0
Internal Services	\$155,808	\$0	\$130,094	\$0
Total GF/non-GF:	<b>\$964,361</b>	<b>\$38,108</b>	<b>\$960,428</b>	<b>\$38,493</b>
Program Total:	<b>\$1,002,469</b>		<b>\$998,921</b>	
Program FTE	5.60	0.25	5.60	0.25
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$38,108	\$0	\$38,493
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$38,108</b>	<b>\$0</b>	<b>\$38,493</b>

## Explanation of Revenues

This offer is supported primarily by County General Fund with .25FTE Labor Relations Manager personnel costs from the Risk Fund.

## Significant Program Changes

Last year this program was: #72058, Central Human Resources - Labor Relations