

GRAND FORKS COUNTY SPECIAL COMMISSION MEETING
February 23, 2015 – 2:30 pm

Topic: Human Resources Department

The Board met pursuant to adjournment with Commissioners Knauf, Malm, Schmisek and Falck present. Commissioner Pic was away on other official county business.

Greg Mangold, Gallagher Benefits Services Consultant, addressed the board regarding the Human Resources Department.

The Commission agreed we should have a central office for human resources. Some of the existing employees that are currently doing payroll and human resources could be moved into that department. The additional duties in the Director of Administration's job description would be considered separate from the Human Resource Manager position.

Vicky Hendrickson, Payroll and Human Resource Assistant, said there are more and more things we are required to do. And right now it is done in different departments by different people. It needs to be consolidated, centralized.

Debbie Nelson, Finance and Tax Director, asked the consultant if they will be providing a job description for the Human Resources Manager. Mr. Mangold said they would provide one, taking into account the existing Director of Administration job description.

Gwen Nihart, Grand Forks County Employees Association President, said the county employees want a Human Resource person, someone with a degree. The Commission confirmed that is what they want as well.

Nick West, County Engineer, said he thinks a HR Department would be great.

Mr. Mangold said the Commission should have a report in a couple weeks with the HR Department structure.

Commissioner Falck said we will have to find space in the next few months for the HR Department. Chair Knauf asked if there was space in the Finance and Tax area. Vicky said she could have another person in her office. Debbie Nelson said we have vacant cubicles, but the HR Manager would need an office.

Moved by Schmisek, seconded by Falck, to adjourn. Motion carried unanimously. The meeting adjourned at 3:18 pm.

Diane Knauf, Chair
Grand Forks County Commission

Debbie Nelson, County Auditor