

Personnel Committee

April 16, 2024

Present: Sally Conway, Tina Stelling, Bolor Amarsanaa, Colleen Miller

Absent with notice: Tom Walk, Diana Crosswhite, Zipporah Levi-Shackleford

Absent without notice: Gavriel Legynd, Donna Gilles

A quorum was not present.

Colleen gave an update on union activity. The union has not made any request to negotiate yet.

The committee discussed the proposed policy regarding layoffs and made minor changes to clarify that layoffs are one strategy among others that may be needed to manage limited funding:

**“Involuntary Termination Due to Reorganization, Changing Needs or Insufficient Funding”**

dLCV will use best efforts to avoid personnel reductions. However, as a consequence of reorganization, changing needs, or insufficient federal or other funding, it may be necessary to layoff one or more employees.

Before making a decision to layoff one or more employees, dLCV will ~~attempt~~ *consider* other cost saving measures, ~~such as~~ *for example*, attrition, voluntary retirement or resignations, offering job sharing or part-time positions, or other cost saving measures. After any appropriate steps are ~~attempted~~, *considered*, if it is necessary to manage limited resources, respond to changing conditions, or to carry out the mission in the most appropriate manner, dLCV may ~~an~~ select an employee or employees to be laid off. “

The committee discussed the possibility of offering an incentive for retirement or to offer a “buy out” to employees with significant years of employment, as a means of avoiding layoffs. The committee recognized that there are pitfalls with this approach, but asked Colleen to continue her research and bring options back to the committee.

At the next meeting, the committee will discuss options for phasing in new salary levels and will discuss options for health insurance benefits.