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OMF Labor Management Committee Meeting Recap

June 20, 2019

Members Present: Paul Cone, BTS/ PROTEC17/Co-Chair
Rachel Whiteside, PROTEC17
Jennifer Cooperman, BRFS Director
Shae Davies (Alt), CityFleet Superintendent
Tim McCormack (Alt), Facilities
Tom Rinehart, CAO/Co-Chair
Manish Thakore, PROTEC17
Thomas Lannom, Revenue Division Director
Franklin Wilson, CityFleet Mechanic

Members Absent: Eddie Barton, Operating Engineers/Local 701
Don Bryans (Alt), P&D
Michelle Kirby (Alt), BRFS Deputy Director
Roger Koppy, AFSCME/DCTU
Ray Lister, IBEW Local 48
Carmen Merlo, DCAO
Michael Roy, CityFleet Manager
Matthew Spitulski, P&D Manager
Kristin Wells, Facilities Operations Manager
Tyler Wallace (Alt), Revenue

Other Staff Present: Nick Franco, Facilities; Julian Massenburg, OMF.

Decisions:

- The meeting was chaired by Paul Cone.

Discussion:

Updates from OMF LMCs.

- CityFleet (Shae Davies)
CityFleet is working to revamp its onboarding process for new mechanics. Overall, vehicle and equipment mechanics can perform general maintenance functions, but few are subject matter experts (SME). Management wants to establish a professional development model to expand SMEs throughout the organization. The graveyard shift at Kirby garage will be eliminated this fall and CityFleet is considering the addition of a garage at the Water Bureau facility.



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Additionally, CityFleet would like to engage in a Speed of Trust course to strengthen the relationship between management and employees.

- Facilities (Tim McCormack)

Facilities is establishing a new job classification to address a service gap hindering Facilities' Utility Workers and FMTs. The position will not require an LME license, but can handle routine maintenance work. This position will be represented by Local 701 and would enhance integration throughout Facilities' maintenance technician classifications.

HR is currently working to establish the position, which will eventually go to Council for approval.

- BTS (Paul Cone)

BTS is looking at implementing the employee development program that is being used within BES (Peer Program). BTS/Labor wants to discuss hiring practices and the process for onboarding contractors at their upcoming LMC. Paul noted that BTS would like to welcome P&D representatives to its LMC.

New: Since the June 20 OMF/LMC, BTS has decided to cancel its annual picnic as staff who normally coordinate picnic logistics are occupied with preparing for the Portland Building move-back. BTS is exploring the possibility to host a special event after the move-back and is considering a recognition event for employees.

- Revenue (Thomas Lannom)

Revenue Division's Integrated Tax System (ITS) project is underway. Staff meetings are now conducted on a monthly basis. The last Revenue/LMC focused on establishing a vision statement for the ITS project – which will focus on a theme of *best technology, best people*. ITS functionalities are being determined based on needs of the Revenue Division and stakeholders. A change management consultant has been brought on board to assist with the project.

Additionally, Revenue Division is working with BHR to temporarily promote some staff working on ITS to Analyst I or Analyst II classifications, as a great deal of decision making will occur as the system is being constructed. The temporary promotions will lessen the amount of discomfort with making decisions among the project's various role-players (*Subject Matter Expert, Lead, Manager, Project sponsor*). Revenue is emphasizing the importance for staff to understand the current tax system environment, and their ability to conceptualize what the future ITS looks like. Revenue Division could benefit from learning about Howard S. Wright's decision-making process for the Portland Building Reconstruction project.

CAO Update

CAO Tom Rinehart discussed an effort which was launched during June's Bureau Directors meeting. Bureau Directors were encouraged to remove their bureau-specific lenses and work with their leadership teams to develop ten Citywide priorities that Council should consider as immediate priorities. There is a lack of cohesiveness among the City's priorities and plans. The City has many workplans and bureau strategic plans that were adopted before several of our

current elected officials took office. Consistency is needed for an enterprise the size of Portland, with an annual budget of more than \$5 billion. Priorities identified through this exercise will help shape conversations with Council to establish ongoing priorities. Every issue throughout City bureaus will not roll up into this list of priorities. The goal of this exercise is to determine four or five enterprise priorities that can be tracked through a dashboard. Bureau Directors will bring their lists of priorities to the August 1 Bureau Directors meeting. Findings will be discussed with Council during their upcoming offsite session.

Other items of note

Thomas Lannom would like to discuss the ITS project in greater detail during July's OMF/LMC.