

# LMC Meeting Notes 11/25/2014

## REVENUE DIVISION LABOR-MANAGEMENT COMMITTEE

**November 25, 2014**

Attendance:	Adrienne Brown-Dunn, Rachel Cleveland, Karla Frahler, Josh Gregor, Scott Karter, Karen Obana, Julie Shervey, Terri Williams
Facilitator:	Joe Hertzberg
Note Taker:	Karen Obana
Handouts Distributed:	Employee Survey Results

- I. Review of October 28 notes
  - A. Notes were unavailable; we will review the October 28<sup>th</sup> notes at the next meeting
- II. New business
  - A. The new lettering on the main lobby window
    1. General dislike of the new “spider web” effect of the backing on the glass. Possibly the opacity is necessary to facilitate viewing of the lettering, but staff are concerned about security issues and the necessity of the office to be easily visible to building security officers. The new effect limits visibility.
- III. Labor Caucus Transitions
  - A. Stephen Bouffard will be resigning from the LMC effective January 1, 2015. Labor has elected a new co-chair, Adrienne Brown-Dunn, who will serve as co-chair along with Karla Frahler.
  - B. We will take a few moments at the next meeting to acknowledge Stephen’s many years of service on the LMC.
  - C. Karla will draft an email in an attempt to recruit a new member to the Labor Caucus from the AFSCME-represented staff.
- IV. Regulatory PFHT Phone Line
  - A. LMC co-chairs and Terri met with Barbra to discuss PFHT Regulatory phone call routing, as labor had inquired why tax division staff were answering that phone line while Regulatory Program Specialists do not. This was a service

model set up by the previous Regulatory Division manager and with a move in the near future for that group, it was agreed that no further changes would be made to the process at this time. As former front counter staff had brought their phone skill sets with them as they moved into new positions in the Tax Division, it was agreed that Barbra would review and adjust the skill levels for the PFHT Regulatory line, to align with current front counter staff receiving the bulk of these calls. Fewer calls should be received by Tax Division staff. Any PFHT calls received by Audit staff would be as a result of a misdial, as this skill set is not assigned to them. Labor Co-chair met with Barbra prior to the November LMC Meeting and was advised that the phone skill sets had been adjusted as planned.

V. Reorganization – Bureau of Revenue and Financial Services

- A. There is support for a “meet and greet” for the staff in the Revenue, Accounting, Treasury, and Grants Compliance Divisions.
- B. Would the new CFO, Ken Rust, like to attend an LMC meeting?
- C. It would be helpful if an organization chart were prepared which shows the reporting lines of the new Bureau. There remains some confusion about the BRFs’s organization.

VI. Updates

- A. Budget Process
  - 1. As Thomas was not in attendance, a Budget update was deferred to the next meeting.
- B. 2014 Employee Survey
  - 1. It was noticed that some comments have been truncated (not deliberately)
    - a. Karla to talk to Meghann about reprinting without truncation.
  - 2. Some comments have been redacted
    - a. Personally directed comments that were harmful and inflammatory
  - 3. Julie stated that the “Joe-Terri” comment was inappropriate to mention Joe Williams and his work assignments
    - a. Proposed solutions were to
      - i. Redact names, or
      - ii. Remove comment altogether
    - b. LMC decided to keep the comment but to redact the names, with the redaction clearly specified in the comment.
  - 4. Some comments appear to lend themselves to identification of the author

- a. LMC decided to allow these comments to be published – there is some responsibility on the author to avoid including identifying statements if they truly choose to be anonymous.
5. Now that the data has been compiled, what should we do with this information? All members to consider this question for future discussion.

#### C. Transportation User Fee

1. Recent testimony at City Council indicated that citizens want the tax to go to a vote
2. Currently the proposed legislation does not contain a sunset clause
3. It is anticipated that the proposal to be discussed at the Council session on December 10<sup>th</sup> will have a 6-year sunset provision.
4. Council will vote on the proposed legislation on December 10<sup>th</sup>
  - a. Decision to move December's LMC meeting to December 15 or December 16 so that our discussion will have the most current information.
  - b. Karla will ask Meghann to verify Thomas' availability and assistance with rescheduling the next meeting.
5. TUF has 2 prongs
  - a. User fee based on a businesses anticipated traffic
  - b. Income tax on residents (similar to ITAX)
    - i. Maximum tax will be \$900 per resident
6. Businesses will be categorized based on 3 criteria
  - a. Number of employees in Portland
  - b. Square footage in Portland
  - c. Gross receipts generated in Portland

#### D. Arts Tax

1. Is there a possibility of hiring temporary employees during the program's busiest times to avoid having to utilize BL staff to also work the program?
2. Request for "outside the box" ideas on how to improve administration of the Arts Tax

### VII. What's next?

- A. All LMC members to consider how to best utilize the information from the 2014 Employee Survey.
- B. Karla to discuss with Meghann the comment truncation problem and see about getting updated surveys to the LMC.
- C. All LMC members to consider Arts Tax administration and bring "outside the box" ideas for improvements back to the table.
- D. Karla to discuss with Meghann the availability of Thomas for December meeting scheduling.