



Bureau of Human Resources

FY2015 Budget Presentation

October 20, 2014

032 – Department of Human Resources

019 – Employee Appeals Board

Department of Human Resources

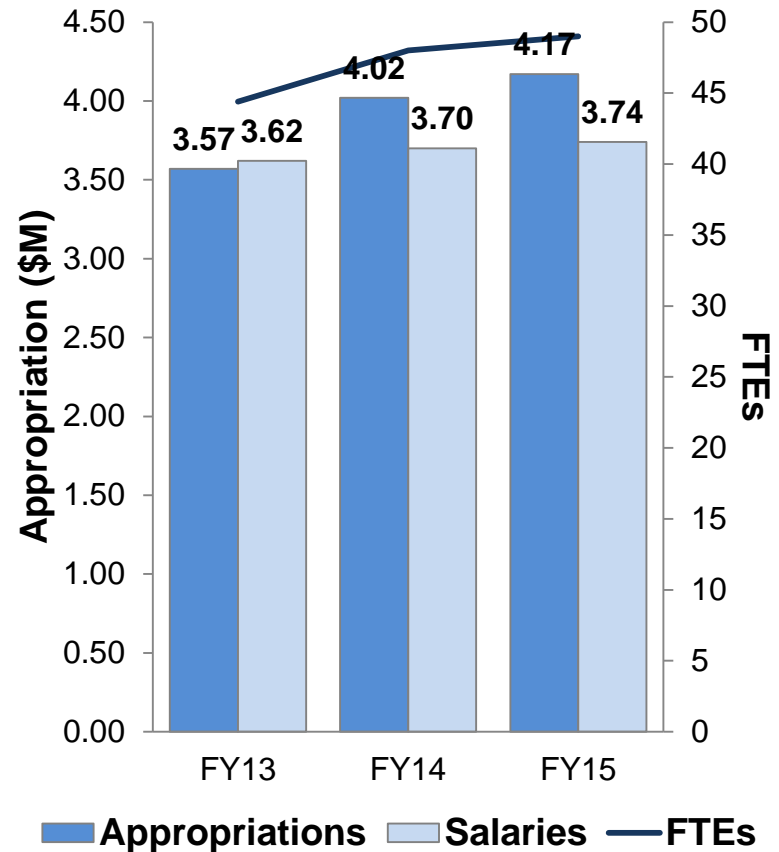
FY2015 Budget Presentation



Mission

The Bureau of Human Resources directs and coordinates all human resources activities for those departments under the jurisdiction of the President of the Cook County Board. These activities include maintaining an applicant tracking system which monitors the status of job applications which have been submitted to the Bureau. The Bureau is also responsible for classification and compensation, collective bargaining, labor-management relations, training, and employee development.

Budget and staffing





Human Resources – FY2014 Accomplishments

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- **Substantial Compliance** – Making progress toward substantial compliance; the supplemental policies have been in effect for almost a year, and the two remaining major issues, the Ineligible for Rehire List and Highway job audits, are near completion
- **Collective Bargaining** – Ongoing negotiations to replace the 2008-2012 collective bargaining agreements are underway and should be completed before the end of FY 2014; throughout 2014, the Bureau of Human Resources has completed negotiations for 25 of the 94 open collective bargaining agreements from the 2012-2016 bargaining cycle
- **Seasonal Employees** – Hired seasonal employees in Facilities Management in accordance with the Employment Plan in lieu of contracting the work out
- **Policies and Procedures** – Reviewed existing policies and procedures to identify gaps, and are in the process of prioritizing development of new written and/or updated policies to aid in the administration of various personnel issues including leaves of absence, drug testing, and Equal Employment Opportunity programs



Human Resources – FY2015 Budget Highlights

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- **Classification & Compensation RFP** – Completing an RFP for a Classification and Compensation study that will cover positions in the Offices of the President and any other agencies interested in participating; the vendor will be asked to examine structure, titles, and compensation
- **EEO and Reasonable Accommodation Policies** – Working toward developing and disseminating new Equal Employment Opportunity and Reasonable Accommodation policies in FY 2015, which will increase the visibility of BHR's EEO division and provide better services to County employees
- **Training Division** – Onboarding a Manager of Training and Employee Development, who will be responsible for building training programs that will enhance the skills of County employees
- **Executive Development RFP** – Completing an RFP for an Executive Development Program which will assess the skill level of managers and provide a development program aimed at making them more effective in their positions

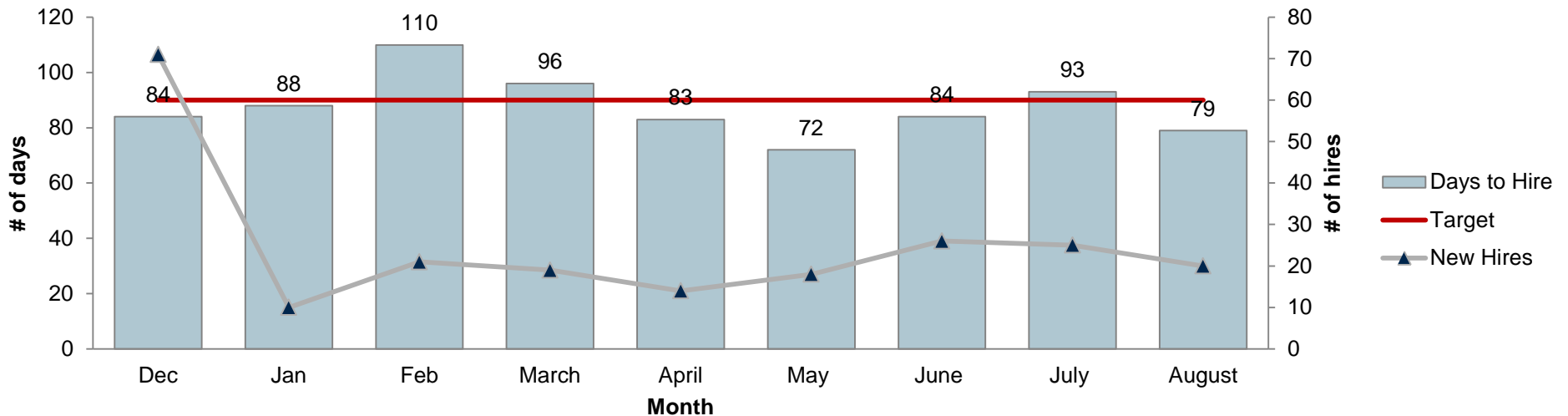
Human Resources – 2015 STAR Goals and Targets

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Performance Metric	FY2013 Actual	FY2014 Projected YE	FY2015 Target
Offer acceptance rate	91%	93%	90%
Average number of days from request to hire received by BHR to BHR approval to hire candidate	88	85	90
% of 2012-2016 Collective Bargaining Agreements complete	0%	60%	100%

Days to Hire





Employee Appeals Board

FY2015 Budget Presentation

Mission

The Employee Appeals Board is charged with hearing all appeals of any career service employee, not represented by a union, for disciplinary action relating to discharge, demotion or suspension for a period of more than ten days, upon the request of the employee, to assure fair and equitable treatment.

Budget

