



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(Revised: Feb. 2017)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R.7 DATE 6/21/18  
MARINA BAKER, BOARD CLERK

### Board Clerk Use Only

Meeting Date: 6/21/18  
Agenda Item #: R.7  
Est. Start Time: 10:15 a.m.  
Date Submitted: 6/4/18

**Agenda Title:** Appointments to Merit System Civil Service Council

**Requested Meeting Date:** June 21, 2018 **Time Needed:** 5 minutes

**Department:** County Management **Division:** Labor Relations

**Contact(s):** Steve Herron

**Phone:** 503-988-4333 **Ext.** 84333 **Email:** steve.herron@multco.us

**Presenters:** Steve Herron, Labor Relations Director

### General Information

#### 1. What action are you requesting from the Board?

Appointment of three new members to the Merit System Civil Service Council.

#### 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer(s) this action affects and how it impacts the results.

The County's employment policies and practices are based on merit principles, including job-related requirements and equal opportunity. To enforce these principles, the Merit System Civil Service Council was created by County Charter.

The Council provides an appeals venue to two groups of classified employees who otherwise would not have a formal, internal process available. First, represented employees may appeal actions *not covered by grievance procedures* in their union collective bargaining agreements (typically, promotional hiring processes). Second, *management employees* may appeal disciplinary actions more severe than a written reprimand.

The Council refers appeals to a hearings officer, where there are facts in dispute. The hearings officer holds an evidentiary hearing, and makes a decision regarding whether there has been a violation of County Charter, Code, or a Personnel Rule. The decision may be appealed to the Council. The Council will provide an opportunity for the parties to present oral or written arguments before issuing a final decision.

The Council is composed of three citizens, appointed by the County Commissioners, and meets as needed.

Today, we are requesting appointment of three new members to the Council:

**Martha Bennett** is currently the Chief Operation Officer for Metro. Ms. Bennett's previous governmental experience includes City Administrator for Ashland, Executive Director of the Columbia River Gorge Commission and Assistant City Manager for the City of Milwaukie. She has a Bachelor's degree from Willamette University and a Master's degree from the University of California. Ms. Bennett is currently the West Coast Vice President on the Executive Board for the International City/County Managers Association, and previous Board Member for the League of Oregon Cities. We are requesting appointment of Ms. Bennett to a term that will end December 2020.

**Rachael Fuller** has worked in the public sector for over 14 years. Ms. Fuller is currently the Assistant City Manager for the City of Gresham and previously worked as the Special Projects Coordinator for the Town of Jackson in Wyoming. She has a Bachelor of Arts from Williams College and a Masters of Public Administration from the University of Wyoming. We are requesting appointment of Ms. Fuller to a term that will end on December 31, 2019.

**Travis Brown** has worked in human resources, and employee and labor relations for over 10 years in the public sector. Mr. Brown is currently the Director of Human Resources for Mt. Hood Community College and was previously the Labor Relations Program Manager at Metro. He has a Bachelor of Science in Business Administration: Human Resources Management from Portland State University. He is certified as a Professional in Human Resources (PHR) from the Human Resources Certification Institute (HRCI) and Certified Labor Relations Professional (CLRP) from the National Public Employer Labor Relations Association (NPELRA). We are requesting appointment of Mr. Brown to a term that will end December 31, 2018.

3. Explain the fiscal impact (current year and ongoing).

No fiscal impact.

4. Explain any legal and/or policy issues involved.

County Charter provides for three year terms, with one council member's term expiring each year.

5. Explain any citizen and/or other government participation that has or will take place.

The three citizens seeking appointment to the Council will be invited to attend the board meeting on this date.

**Elected  
Official or  
Department**

**Director:** /s/ Marissa Madrigal

**Date:** 6/4/18

Required Signature

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Central Human Resources/Labor Relations

**Merit System Civil Service Council**  
**Interest Form**

The purpose of this form is to obtain information to use in making appointments to Multnomah County Citizen Advisory Boards and Commissions, ad hoc committees, task forces, etc. If you have a resume, please attach it to this form. **Please note that, with the exception of the confidential section, information provided in this document is public information.** Thank you for your interest in participating in County government.

Name: Martha Bennett

Address: [REDACTED]

City: [REDACTED] State: [REDACTED] Zip: [REDACTED]

Daytime Phone: (503) 797-1541 Email Address: martha.bennett@oregonmetro.gov

Are you a resident of Multnomah County? Yes: X No:         

Occupation: Chief Operating Officer, Metro

Per the Multnomah County Charter and County Code, a member of the Merit System Civil Service Council must meet the following requirements:

- Be a citizen of the United States; and
- A qualified elector of Multnomah County (a "qualified elector" is a person eligible to vote within Multnomah County); and
- Cannot hold another public or official positions with Multnomah County.

Do you meet the above requirements? Yes: X No:

**Employment / Volunteer Activity:** (Please list employment and volunteer activities that may relate to your service on boards/commissions.)

| <b>Dates (From/To)</b> | <b>Employment/Volunteer Activity</b>   |
|------------------------|--|
| Oct 2011-present       | Chief Operating Officer, Metro   |
| Sept 2015-present      | West Coast Vice President, Exec. Board, International City/County Managers Association |
| 2011                   | Board Member, League of Oregon Cities  |
|                        |  |
|                        |  |

**REFERENCES:** (Please list two or three people who can be contacted as personal references.)

| <b>Name</b>      | <b>Address</b>          | <b>Daytime Phone</b> | <b>Relationship</b> |
|------------------|-------------------------|----------------------|---------------------|
| Marissa Madrigal | Multnomah County        | (503) 988-2999       | Colleague           |
| Tom Hughes       | Metro                   | (503) 797-1800       | Council President   |
| Stephanie Soden  | Portland Public Schools | (503) 916-2000       | Colleague           |

My signature affirms that all information provided is true to the best of my knowledge. I understand that any misrepresentation of credentials or misstatement of fact may result in this application being disqualified from further consideration.

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Please note that appointees to the Merit System Civil Service Council are subject to approval by the Board of County Commissioners during a regular Board meeting.**

**Return this form to:**

James Opoka, Merit Council Executive Secretary  
 Multnomah County Civil Service Commission  
 501 SW Hawthorne Blvd. 3rd Floor  
 Portland, Oregon 97214  
 Phone: (503) 988-7605  
 FAX: (503) 988-3009  
 Email: [james.j.opoka@multco.us](mailto:james.j.opoka@multco.us)

Department of County Management



Central Human Resources/Labor Relations

**Merit System Civil Service Council**

**Interest Form**

The purpose of this form is to obtain information to use in making appointments to Multnomah County Citizen Advisory Boards and Commissions, ad hoc committees, task forces, etc. If you have a resume, please attach it to this form. **Please note that, with the exception of the confidential section, information provided in this document is public information.** Thank you for your interest in participating in County government.

Name: Rachael Fuller

Address: [REDACTED]

City: [REDACTED] State: [REDACTED] Zip: [REDACTED]

Daytime Phone: (503) 926-3349 Email Address: rachaelfuller@gmail.com

Are you a resident of Multnomah County? Yes: X No:       

Occupation: Local government

Per the Multnomah County Charter and County Code, a member of the Merit System Civil Service Council must meet the following requirements:

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- Cannot hold another public or official positions with Multnomah County.

Do you meet the above requirements? Yes: X No:



Department of County Management



Central Human Resources/Labor Relations

**Merit System Civil Service Council**

**Interest Form**

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Name: Travis Brown

Address: 5840 SE 29<sup>th</sup> Terrace

City: Gresham State: OR Zip: 97080

Daytime Phone: 503-957-1786 Email Address: travisbrown100@gmail.com

Are you a resident of Multnomah County? Yes: X No:         

Occupation: Director of Human Resources, Mt. Hood Community College

Per the Multnomah County Charter and County Code, a member of the Merit System Civil Service Council must meet the following requirements:

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- A qualified elector of Multnomah County (a "qualified elector" is a person eligible to vote within Multnomah County); and
- Cannot hold another public or official positions with Multnomah County.

Do you meet the above requirements?

Yes:  X

No:

**Employment / Volunteer Activity:** (Please list employment and volunteer activities that may relate to your service on boards/commissions.)

| <b>Dates (From/To)</b> | <b>Employment/Volunteer Activity</b>                    |
|------------------------|---|
| March 2017 - Present   | Director of Human Resources, Mt. Hood Community College |
| May 2015 – March 2017  | Labor Relations Program Manager, Metro                  |
| August 2013 – May 2015 | Employee and Labor Relations Analyst, City of Gresham   |
| Nov 2011 – August 2013 | Sr. HR Generalist, Mt. Hood Community College           |
| July 2008 – Nov 2011   | HR Generalist, Portland Public Schools                  |

**REFERENCES:** (Please list two or three people who can be contacted as personal references.)

| <b>Name</b>   | <b>Address</b> | <b>Daytime Phone</b> | <b>Relationship</b> |
|---------------|----------------|----------------------|---------------------|
| Jeff Heinrich |                | 503-269-5984         | Former co-worker    |
| Terry Smith   |                | 971-804-0534         | Former supervisor   |
|               |                |                      |                     |

My signature affirms that all information provided is true to the best of my knowledge. I understand that any misrepresentation of credentials or misstatement of fact may result in this application being disqualified from further consideration.

Signature Travis Brown Digitally signed by Travis Brown  
DN: cn=Travis Brown, o=00,  
email=travisbrown100@gmail.com,  
Date: 2018.02.06 09:33:20 -0800 Date \_\_\_\_\_

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