



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(Revised: Feb. 2017)

Board Clerk Use Only

Meeting Date: _____

Agenda Item #: _____

Est. Start Time: _____

Date Submitted: _____

Agenda Title: Appointments and reappointment to Merit System Civil Service Council

Requested

Meeting Date: March 22, 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?

Reappointment of one member and appointment of two 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 reappointment of one member and appointment of two new members to the Council:

Anna Kanwit has previously served on the Council, since 2012. Ms. Kanwit worked at the City of Portland for more than 20 years. Prior to her appointment as Human Resources Director in May 2012, Ms. Kanwit was Assistant Director of the Bureau of Human Resources, and Senior Deputy Attorney specializing in employment and labor law. Ms. Kanwit earned her Juris Doctor degree from Lewis and Clark Law School, and her Bachelor's degree from Reed College. She is an active member of the Oregon State Bar. We are requesting reappointment of Ms. Kanwit 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, 2020.

Blaise Lamphier has worked in employee and labor relations for over 23 years in the public sector. Mr. Lamphier has been the Labor Relations Manager for the Port of Portland since 2012, and previously was a Labor Relations Manager for Multnomah County for five years. He has a Masters in Business Administration from The College of William and Mary, a Bachelor of Arts in Government from Wesleyan University, and professional certifications in Contract Administration and Collective Bargaining from the School of Industrial and Labor Relations at Cornell University. Mr. Lamphier is currently the President of the Oregon Public Employer Labor Relations Association (ORPELRA) and a board member for the National Public Employer Labor Relations Association (NPELRA). We are requesting appointment of Mr. Lamphier 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 or reappointment to the Council will be invited to attend the board meeting on this date.

Required Signature

**Elected
Official or
Department
Director:**

/s/ _____

Date: _____



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: Anna Kanwit _____

Address: 5020 SW Fairhaven Drive _____

City: _____ Portland _____ State: _____ OR _____ Zip: _____
_____ 97221 _____

Daytime Phone: _____ 503-341-7679 _____ Email Address:
anna.kanwit@gmail.com _____

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

Occupation: Retired, owner of Constructive Solutions LLC, an HR Consulting firm _____

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.)

Dates (From/To)	Employment/Volunteer Activity
8/91-12/2000	Senior City Attorney, City of Portland; Labor and employment specialist
12/2000-5/2012	Assistant Director, Bureau of Human Resources, City of Portland
5/2012-12/2017	Director, Bureau of Human Resources, City of Portland

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

Name	Address	Daytime Phone	Relationship
Yvonne Deckard	yldeckard@comcast.net	503 265 8135	Former supervisor when Director of BHR
Tracy Reeve	1221 SW 4 th Avenue, room 430, Portland 97204 Tracy.reeve@portlandoregon.gov	503 823 4055	City Attorney, work colleague
David Rhys	7927 SE 32 nd Ave., Portland 97202 Kawika2006@msn.com	503 432 7689	Was my Assistant Director while I was the director of BHR

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 _____(s) Anna Kanwit_____

Date 3/12/18

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

Department of County Management



Central Human Resources/Labor Relations

Merit System Civil Service Council
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Name: Travis Brown

Address: 5840 SE 29th 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

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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.)

Dates (From/To)	Employment/Volunteer Activity
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.)

Name	Address	Daytime Phone	Relationship
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.

Digitally signed by Travis Brown
 DN: cn=Travis Brown, o, ou,
 email=travisbrown100@gmail.com,
 Date: 2018.03.06 09:33:20 -08'00'

Signature Travis Brown **Date** _____

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Name: BLAISE M. LAMPHIER

Address: 8280 N. EMERALD AVE., PORTLAND,

City: PORTLAND State: OR. Zip: 97217

Daytime Phone: 503-415-6516 Email Address: AllNationsBB@aol.com

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

Occupation: LABOR RELATIONS MANAGER, PORT OF PORTLAND

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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.)

Dates (From/To)	Employment/Volunteer Activity	
2012 - Present	PORT OF PORTLAND, LABOR RELATIONS MGR.	employment
2007 - 2012	MULTNOMAH COUNTY, LABOR RELATIONS MGR.	employment
2001 - 2006	CITY OF ROCHESTER, N.Y., MGR. OF LABOR RELATIONS	employment
2007 - Present	OREGON PUBLIC EMPLOYER LABOR RELATIONS ASSN. (various offices) (AKA ORPELRA)	volunteer
2016 - present	NATIONAL BOARD MEMBER, NAT'L. PERLA	volunteer

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

Name	Address	Daytime Phone	Relationship
HOWARD RUBIN	OGLETREE DEAKINS HOIN CENTER PORTLAND, OR. 97201	503-552-2179	PROFESSIONAL COLLEAGUE
KATHY PECK	PECK RUBANOFF HATFIELD 5285 Meadows Rd #140 Lake Oswego, OR 97035	503-303-7238	PROFESSIONAL COLLEAGUE
MIKKI NUTT	OREGON METRO 2829 SE BELMONT ST. PORTLAND, OR. 97214	503-797-1568	PROFESSIONAL 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 1/19/18

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 Portland, Oregon 97214
 Phone: (503) 988-7605
 FAX: (503) 988-3009
 Email: james.j.opoka@multco.us

BLAISE M. LAMPHIER, MBA, SPHR, CLRP
8280 North Emerald Avenue
Portland, OR 97217
(503) 915-7358 (Cell)
(503) 415-6516 (W)
(503) 206-7123 (H)

EXPERIENCE:

2012-present **PORT OF PORTLAND** Portland, OR
LABOR RELATIONS MANAGER

Serve as chief negotiator and the subject matter expert on labor relations. Establish and maintain labor-management relations with eleven (11) bargaining units covered by eight (8) collective bargaining agreements (CBAs). Provide leadership and consulting expertise to supervisors, department heads, and executive team members on labor relations, including employee performance and discipline, CBA interpretation and administration. Develop and conduct annual labor relations training for supervisors of represented employees, including topics such as investigative interviews, effective grievance handling, past practices, and avoiding unfair labor practices (ULPs). Research, develop and implement HR initiatives, policies and practices that contribute to the fostering of positive labor and employee relations. Develop memoranda of agreement, exception, and understanding, along with language for contract proposals and pilot programs, working in conjunction with Finance staff on the costing of proposals. Conduct briefings and debriefings for management team members during and between negotiations. Investigate grievances and/or manage the investigation process when outside resources are used. Respond to employee grievances per CBAs. Assist both inside and outside counsel in preparation for grievance arbitrations, interest arbitrations, and unfair labor practice (ULP) hearings. Participate in departments' labor-management processes designed to encourage positive relations between the parties. Respond to and negotiate interim demands to bargain.

2007-2012 **MULTNOMAH COUNTY** Portland, OR
LABOR RELATIONS MANAGER

Negotiated CBAs and grievance settlements as appropriate with five (5) different bargaining units for Oregon's largest county. Conducted briefings, debriefings and training of management team members during negotiations. Researched, developed and implemented HR initiatives, policies and practices that contributed to the fostering of positive labor and employee relations. Developed memoranda of agreement, exception and understanding, along with language for contract proposals. Responded to employee grievances in accordance with CBAs and County rules and policies. Provided leadership and direction to County HR and professional staff through consultation on HR/LR issues. Advised departmental HR managers, supervisors and executive leadership on matters of employee performance, contract interpretation and contract administration. Developed and conduct labor relations and performance management training for managers and supervisors, including more than 25 trainings on various topics over 4 years. Assisted County Counsel or outside attorneys in preparation for grievance arbitrations, interest arbitrations and ULP hearings. Participated in assigned departments' labor-management processes designed to improve relations between the parties. Responded to and negotiated over 20 interim demands to bargain. Helped spearhead the Sheriff's Office's

efforts to curb sick leave misuse and abuse, principally by serving on the Time Analysis Review Team since its inception in 2008.

2001-2006

CITY OF ROCHESTER
MANAGER OF LABOR RELATIONS

Rochester, NY

Served as the City's Chief Negotiator and successfully negotiated eight new collective bargaining agreements, in addition to one contract extension, that spanned eight fiscal years. Administered and interpreted all labor agreements with six unions that represented over 80 percent of the 3,100 full-time employees of New York State's third largest municipality. Resolved nearly 500 grievances, including over 120 during 2006, with over 92 percent resolved prior to formal arbitration. Reduced the number of filed grievances by 60 percent by encouraging dialogue between department heads and union officials. Represented the City at both grievance and interest arbitration hearings, along with improper practice hearings, with legal counsel. Inaugurated regular triage grievance resolution system with City's largest union to resolve grievances at lowest practical level to minimize City's liability and risk while simultaneously maintaining managerial rights. Executed contracts that resulted in unprecedented managerial gains as the Mayor's designee and worked under the general supervision of the Director of the Bureau of Human Resource Management (BHRM). Achieved and exceeded goals for two mayors and five directors of BHRM during my tenure. Costed contract proposals. Supervised up to eight (8) people including the Health and Safety Division for two years and the Benefits Division for three years. Pioneered several innovations in negotiations, including a Sick Leave Donation Policy to benefit the chronically ill and a Clothing Accessory Benefit for the Rochester Police Department that saved the City approximately \$100,000 in payroll costs since during my tenure. Advised City department heads on documenting discipline and grievance resolution, including conducting 17 training sessions for new supervisors. Administered the City's Employee Assistance Program including mandatory referrals and drug testing.

1996-2001

CITY OF BRISTOL
ASSISTANT PERSONNEL DIRECTOR

Bristol, CT

Conducted all grievance hearings for over 500 FT employees represented by five (5) bargaining units, interpreted contracts, wrote and issued decisions. Negotiated and wrote memoranda of agreement as necessary. Represented the City at all mediation sessions, arbitrations and unemployment hearings. Assisted the Director in negotiating contracts. Conducted research for labor relations cases and projects. Served as chief spokesperson in negotiations and/or city's advocate in labor board or arbitration cases as directed. Ensured the City remained in compliance with EEOC regulations and employment laws, such as ADA, COBRA, FMLA, Sexual Harassment laws, among others. Served as Deputy ADA Coordinator. Assisted in administering programs and recommended changes in areas such as recruitment, appointment, classification, compensation, employee development, training, and safety, among others.

1995-1996

CITY OF MERIDEN
DIRECTOR OF PERSONNEL
ASSISTANT TO CITY MANAGER

Meriden, CT

Performed and coordinated all labor/employee relations for over 500 FT and 300 PT employees represented by seven unions. Created, recommended and administered provisions of a merit personnel system. Interpreted union contracts, negotiated contracts with labor attorneys, handled all grievances and represented City at all mediation and

arbitration hearings. Resolved more than 50 outstanding grievances inherited by previous administration in 10 months. Pre-screened all job applicants and authorized all internal personnel actions, including payroll. Recommended changes in pay and fringe benefits. Developed departmental budget and supervised employee training and tuition reimbursement program. Represented City at workers' compensation hearings. Updated and implemented City policies on Affirmative Action, ADA, Family Leave, and EEOC reporting requirements under EEO-4.

1992-1995

CITY OF MERIDEN
DEVELOPMENT ASSISTANT
ASSISTANT TO CITY MANAGER

Meriden, CT

Represented the City Manager in dealings with employees, including promotional panels, vendors, organizations and the general public. Administered City's EEOC compliance activities, CDBG grant monitoring, Affirmative Action activities, contract compliance, prevailing wage, and all claim investigations. Gathered statistical data and prepared oral and written reports for City Manager and Mayor as needed. Represented City Manager and Mayor at hearings before General Assembly. Served as Acting Purchasing Agent for six months.

1988-1992

CITY OF MERIDEN
OMBUDSMAN
ASSISTANT TO CITY MANAGER

Meriden, CT

Served as the City's first Ombudsman and developed system to log and track citizen and business complaints, mediating between public and municipal officials. Acted as liaison between City Manager, business, and the general public. Served as an organizer of the Meriden Redevelopment Agency (MRA) and initial staff in inauguration of \$23 million revitalization.

CERTIFICATIONS:

2011-Present: SPHR (Senior Professional in Human Resources), HRCI

2015-Present: CLRP (Certified Labor Relations Professional), National PELRA

EDUCATION:

CORNELL UNIVERSITY

Ithaca, NY

School of Industrial and Labor Relations (ILR)

Professional Certification in Contract Administration (October, 2006)

Professional Certification in Collective Bargaining (May, 2008)

THE COLLEGE OF WILLIAM AND MARY

Williamsburg, VA

Graduate School of Business Administration

Received Master of Business Administration degree, December, 1987. Concentrated in Marketing and Applied Economics. Served as an ambassador in ambassador program. Conducted numerous studies on advertising effectiveness and marketing strategy.

WESLEYAN UNIVERSITY

Middletown, CT

Received Bachelor of Arts degree in Government. Awarded Harry S. Truman \$ 20,000 Merit Scholarship by U.S. Senate. Granted Citation for Distinction by college president. Awarded Citation for service to Connecticut by General Assembly. Received Citation for Work Against Racism by the Martin L. King, Jr., Institute of Atlanta, GA.