

Lane County - Service Option Sheet - FY 19-20 Adopted

SOS C18: **Talent Management**
Dept: Human Resources
Contact: Alana Holmes 541-682-3689

Service Category: Public Safety

Mandate	None	Related	SHALL
Leverage	None	Some	HIGH

Executive Summary

Talent Management services support the strategic direction of County Administration in the application of Human Resources systems and programs throughout the county, supports a diversified and highly trained workforce and ensures equitable County hiring practices. Supports departments with investigations and complaints, provides supervisor/manager coaching and assists in processing any claims by employees or the public. Assists and advises on classification and compensation systems for the County.

Service Descriptions

	Revenue	Expense Total	General Fund	FTE
Adopted Budget Total	\$988,645	\$1,171,601	\$182,956	8.00
Addition	\$0	\$147,248	\$147,248	1.00

The Program Manager, working title Talent Manager, coordinates and manages organization-wide efforts to ensure programs are developed and to align work with ongoing strategic needs. This position will provide oversight of the newly established Talent Management Division within the Department of Human Resources. This position will be responsible for overseeing two distinct work units in Human Resources. One will focus on talent acquisition, onboarding and development, while the second will deliver a suite of strategic solutions and transactional services to our County customers. Both of these areas are uniquely tied to the current strategic plan (2018-2021), and relevant project initiatives during this period of time with at least one aim to create and support development and dynamic high performing teams that position the County to be poised to support the Departments' missions.

Current Service Level	\$988,645	\$1,024,353	\$35,708	7.00
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Talent Management, provides talent acquisition and development, directs and manages Human Resources functions; provides executive level counsel for departments on employment laws and regulations and administers, reviews, adjusts, and maintains classification and compensation for all County positions. Provides full support to all county departments with recruitment, including outreach, job postings, screenings, assistance with interview and hiring processes. Public contact with applicants and internal customer services to all county departments. Provides high quality training and development. Reviews ADA requests and assists in processing claims. Provides support for employee engagement initiatives and provides Human Resources information to internal and external clients. Administers programs required to maintain compliance with applicable Federal, State and contractual mandates and laws.

State/Federal Mandate

41CFR 60-3; Title VII Section 2000-e; ADA 12112; ADEA 623; FCRA 604; OAR Div20; ORS652, 653;29I; CFR 541; EPA 206; ORS192.001; ORS 652.750; OAR166-150-0160; 29 CFR Chapter 5; OAR 839-020-0080; ORS653.050; 29CFR 1602.14; INA Title1,PartA,Section101; 29 CFR ChapterXIV,1602.29,1602.31; SB583; ORS653.050,65310,653.317; ORS 243; ORS Chapter 659A; OAR 115-010 to 115-040; ORS 662 & 663; Fair Labor Standards Act; Equal Employment Opportunity Laws; Title VII of Civil Rights Act of 1969, 29 CFR 1604.1; Section 504 of the Rehabilitation Act of 1973; USERRA, OSHA Whistleblower Protections; Equal Employment Opportunity Laws, including Equal Pay Act, Age Discrimination in Employment Act, Regulation; Veterans Preference in Public Employment ORS 408.225: All "shall" mandates.

Leverage Details

The General Fund portion of this program leverages the following:

_____	\$0	back to the Discretionary General Fund
_____	\$0	into other non Discretionary County Funds
_____	\$0	directly to community members