



## HUMAN RESOURCE COMMITTEE REPORT NOVEMBER 12, 2015

### Committee Members

Lisa Ferdinand, Committee Chair  
Gary Nash, Director Internal Audit, Bell  
Katie Ozolins, Executive Director  
Robert Wesley, VP Human Resources, WoodGreen  
Albert Tschirhart, Board Member

### Committee Meetings

1. February 26, 2015, conference call at 7:00pm
2. March 5, 2015, conference call at 7:00pm
3. August 5, 2015, conference call at 7:00pm
4. August 5, 2015, conference call at 7:00pm
5. November 4, 2015, conference call at 7:00pm

### Attendance at Committee Meeting(s)

Lisa Ferdinand	(5/5)
Gary Nash	(5/5)
Katie Ozolins	(1/5)
Robert Wesley	(5/5)
Albert Tschirhart	(3/5)

### Summary

The committee reviewed, recommended and oversaw specific human resources initiatives aligned with AO's organizational structure, vision, mission and strategic priorities. Much of the work undertaken by the Committee this year focused on staff recruitment. In addition, the Committee completed the Organizational HR Plan, amends to the HR Policy and is currently finalizing the performance management program.

### Issues

#### Agenda Meeting Focus

- Managing the hiring process of new staff
- HR Policy review
- Staff Performance Management

#### Accomplishments

- meet with staff to review organizational changes and transitional plans
- Office Assistant; Manager, Competitions, Technical Specifications & Logistics; and the Executive Director hired



- HR Policy amended

#### Goals Not Yet Met

- Staff Performance Management program

#### **Near-Term Plans**

The Committee plans to complete and implement the performance management program by the January 2016.

#### **Formal Motions to the Board**

The HR Committee requested that the Board to approve amendments to AO HR Policy and Employee Handbook.

Respectfully Submitted,

Lisa Ferdinand  
Human Resources Committee, Chair

cc: HR Committee