

LETTER OF AGREEMENT 43.00-15-271
Article 43 – Career Development
Staff and Career Development Committee

This Agreement is between the State of Oregon, acting through its Department of Administrative Services (Employer) and the SEIU Local 503, OPEU (Union).

The purpose of this agreement is to create a committee to recommend best practices regarding workforce and career development systems that reflect the State's commitment to equity, quality public services, and building the skills and abilities of the state workforce.

The Parties agree to the following:

1. The Committee will review best practices around workforce development, including access to training and continuing education; trial service evaluations; non-trial service staff evaluations and development plans; as well as access to development opportunities such as work-out-of-class assignments, rotations, underfills, job shadowing and developmentals.
2. The Committee will review best practices around career advancement including defined career ladders and hiring and promotion practices.
3. The Committee will review agency workforce and career development best practices and metrics of other large employers including public and private sector employers.
4. The Committee will survey perceptions, attitudes and experiences of employees and managers regarding workforce and career development practices.
5. The Committee will issue a series of recommendations on best practices and the resources necessary to implement best practices.
6. The Committee will issue recommended metrics and benchmarks related to the best practices.
7. The Committee will develop and present reports of best practice recommendations, benchmarks, and metrics to the Department of Administrative Services Director, Human Resources Advisory Council, Agency Heads, Human Resource Directors, and the SEIU Local 503 Executive Director.
8. The Committee will be comprised of eight (8) members, with four (4) members appointed by the Union and four (4) management representatives. At least one member will be from each bargaining coalition for both parties. The State will assign staff to support and facilitate work of the advisory committee.
9. SEIU will select one (1) co-chair and management will select one (1) co-chair. The co-chairs will jointly prepare the agenda and will alternate chairing the meetings. The time, date, duration, frequency and location of the meetings shall be mutually agreed upon by the co-chairs.
10. The Committee will convene no later than six (6) months after the effective date of the contract. The committee will determine their work plan and the timeline for their work by July 1, 2016.
11. The Committee will convene during regular business hours, and committee members' paid status will be in accordance with Article 106, Section 4.
12. Guests and experts will be allowed to attend with advanced notice and approval of the co-chairs.

This Agreement terminates June 30, 2017, unless extended by mutual agreement of the Parties. Extension granted through June 30, 2018. Additional extension granted through October 31, 2018.