

## **Committee/Group Name: Human Resources Committee**

### **Purpose of Committee:**

To foster and maintain positive board/staff relations

**Members:** Larry Charach, Susan Ruttan (until October 2018), Lynn Wolff,  
Gerard Hayduk (new member for 2019-20)

### **Major Actions of 2018-19**

- Action 1
  - Provided Advice to UCE Board on HR Matters
- Action 2
  - Renegotiated/Negotiated and updated contracts as required: RE Director Replacement
- Action 3
  - Managed and participated in process for selection of new RE Director (with Marilyn Gaa Chairing the selection panel)

### **Outcomes Achieved**

- Recruitment and completion of Probation Period for RE Director
- Input on salaries and benefits
- Annual performance appraisal of Church Administrator

### **Planned Actions for 2019-20**

- As determined by the Board, assist in transition to new Minister
- Review and update process for supervision of staff during period of no or interim Minister
- Annual performance appraisals of all full time staff

### **Recommendations for Board Consideration**

- With HR Committee input, complete HR Plan for the transition period to new Minister

**Submitted by:** Larry Charach, Chair