

# BWSR Meet & Confer Meeting Notes

Tuesday, December 7, 2021, 11:00 AM – 12 PM

## Attendees

- BWSR MAPE Meet & Confer (M&C) Committee members: Jason Weinerman (co-chair), Annie Felix-Gerth, Matt Fischer, Steve Hofstad, Erin Loeffler, Gwen Steel, Suzanne Rhees
- BWSR Executive (Exec) Team staff: Angie Becker Kudelka, Kevin Bigalke, Dave Weirens
- Other Participants: Adam Browning (DNR Human Resources), Pete Marincel (MAPE Business Agent)

*BWSR M&C Committee Co-Chair Jason Weinerman began the meeting at 11:00 am.*

## Introductions

Meeting attendees Adam Browning and Pete Marincel, as non-BWSR staff, introduced themselves.

## Communications on Vacancies

Jason reviewed items proposed for discussion on the draft meeting agenda and asked Angie Becker Kudelka about the status of the previous M&C meeting item, regarding hiring processes and vacancies information that may be shared with staff. Angie shared that the Exec Team met to discuss and determined communications on staffing updates would be accessible via BERT in the “Announcements” section and clarified that broad information is posted but specific position information would not be shared. Annie Felix-Gerth asked if the BWSR Organizational Chart could be used to highlight vacancies as a means of being more transparent. Angie responded that email and BWSR Highlights are typically used for specific position announcements.

## Hiring Process Status

Jason asked on differences between vacancies and work out of class positions and shared the “Hiring Process” BERT webpage which outlines BWSR’s eight step hiring process. The group discussed the process and whether every vacancy used all eight steps, or if internal applicants allow for short circuiting of the process. Adam Browning, DNR HR, shared the typical process used through DNR hires. Gwen Steel asked if there was a difference between new positions and backfilling of vacancies (internal backfilling) and the timelines therein. Angie shared that timelines with vacancies vary due to changes in position descriptions, audits, etc. Annie asked if supervisors can share the status of vacancies with staff – specifically which step they are at in the hiring process. Angie responded that supervisors share what information they are able. Dave Weirens added that vacancies with the agency introduce the opportunity to evaluate the position to determine if it fits current and future needs and that there are delays at times in that process as well. Dave also shared that he has bi-weekly check-in meetings with his four supervisors and the topic of HR processes is a common agenda item. Kevin Bigalke added that Exec Team communicates with the hiring manager through each step in the hiring process and that hiring managers do not have the ability to disclose information to staff.

## Next Steps - Workload

Jason discussed the results of the staff survey related to workload and work stress and asked if there is “adjustability of workload” by supervisors. Adam offered that the details of the staff request direct the response of the supervisor. Kevin added that each staff, despite the same position title, has a different

work area, varying LGU staff and capabilities therein, grants, etc. Dave agreed and stated the nature of the work dictates the workload. BWSR positions are variable, and workload is equally variable.

Jason shared that the Meet and Confer members will share the meeting information with MAPE staff within BWSR and will be meeting with MAPE staff to discuss workload issues to clarify the concerns that were identified during the staff listening sessions. This will allow for a more focused discussion that can identify specific issues of concern to staff and work to find satisfactory solutions.

Jason indicated the M&C team would provide future agendas with more lead to the executive team to facilitate better communication and the ability to prepare before meetings.

The Exec team members asked for more clarity related to instances in which staff asked supervisors for solutions to workload issues. The M&C team will bring this forward during our internal discussions over workload issues.

Jason thanked meeting attendees and the meeting adjourned at 11:40 am.