



METROPOLITAN SERVICE DISTRICT

1220 S.W. MORRISON, ROOM 300, PORTLAND, OREGON 97205

(503) 222-3671

MSD MANAGEMENT COMMITTEE

Actions of September 7, 1977

COMMITTEE MEMBERS IN ATTENDANCE

Sid Bartels, Chairman
Ray Miller

COMMITTEE MEMBER NOT IN ATTENDANCE

Robert Schumacher

STAFF IN ATTENDANCE

Charles C. Kemper
A. McKay Rich
Charles Estes
Anne Kelly
Jean Woodman

1. H.B. 2070 DISCUSSION

Staff requested direction on the position to be taken by MSD in regards to H.B. 2070 and the up-coming election. Commissioner Miller and Councilman Bartels agreed that a recommendation from the Management Committee would be inappropriate and tentatively felt discussion of H.B. 2070 should be placed on the Board agenda for open discussion. However, after discussion of the major issues contained in H.B. 2070 of merging CRAG and MSD, and a directly elected Board, it was felt that public discussion of the Board members' individual views might be inappropriate.

It was agreed not to take a formal position on H.B. 2070 at this time, and to wait to see how the issues develop.

2. MSD PERSONNEL MANUAL MODIFICATIONS

The Committee discussed each proposed modification to the Personnel Manual as follows:

- a) Agreed to add to Page 12 of the manual under Section 3.1.3(L) "Action inconsistent with well-being, health and safety of zoo animals."

- b) Agreed not to amend the organizational chart at this time.
- c) Agreed to add Section 2.11 Mandatory Retirement to manual as set out on Page 2 of the modifications.
- d) Agreed to amend Section 4.1.1 of the manual as outlined on Page 3 of the modifications, and to delete Pages 24, 25, and 26 of the manual as outlined on Page 3 of the modifications.
- e) Agreed to amend the manual to eliminate compensatory time and to reword the manual to allow for time and one-half to be paid for overtime worked. Staff will work the changes to conform with wording in the union contract. Also, agreed that compensatory time already accrued will be used up by July 1, 1978, at the discretion of the department head. This will also be added to the manual.
- f) Agreed to delete Section 2.10 Family Relations from the manual and replace it with the wording as shown on Page 5 of the modifications with the following word change in the first sentence: "MSD will not hire an individual if such action:....."
- g) Agreed to replace Section 6.3.1 of the manual with the wording as shown on Page 6 of the modifications.
- h) Agreed to make changes in Sections 6.4.1 and 6.4.6 of the manual as shown on Page 7 of the modifications.
- i) Agreed to add the discharge and disciplining action as drafted by Dean Gisvold and shown beginning on Page 8 of the modifications.

3. ACCOUNTS RECEIVABLE - Dr. Ogilvie

The Committee discussed the amount still owing to MSD by Dr. Ogilvie on credit cards used by Dr. Ogilvie at the time he was Director of the Portland Zoo.

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The Committee agreed to direct Dean Gisvold to contact Dr. Ogilvie with an explanation of our position and requesting payment, and if payment is not forthcoming to "write-off" the amount owing rather than spend money in a collection attempt.

The meeting convened at 12:00 Noon and adjourned at 1:30 P.M.