


**New Castle County
Human Resources Advisory Board
Annual Report to New Castle County for 2020**

To: The Honorable Matthew Meyer, County Executive
The Honorable Karen Hartley-Nagle, County Council President
Council Members, New Castle County Council

From: Dr. Valencia "Lynn" Beaty, Chair, Human Resources Advisory Board 

Cc: O. Floyd Corbin, Member, Human Resources Advisory Board

Re: HR Advisory Board Annual Report to New Castle County for 2020
(In compliance with New Castle County Code Section 2.04.001)

Date: February 4, 2021

Human Resources Advisory Board Members in 2020:

- Dr. Valencia "Lynn" Beaty, Chair
Appointed by Resolution R17-034 on 02/14/17; Term expires 02/14/23
- O. Floyd Corbin
Appointed by Resolution R16-063 on 04/12/16; Term expires 04/12/22
- Helen J. McKinley
Appointed by Resolution 19-054 on 04/27/19; Term expires 04/27/24

Duties of the Human Resources Advisory Board:

The Human Resources Advisory Board shall represent the public interest in the merit system. The Human Resources Advisory Board shall provide advice and make recommendations to the Chief Human Resources Officer. It shall devote its efforts to the broader aspect of the program through studies, investigations, and recommendations such as advice to the Chief Human Resources Officer, the County Executive and County Council on the improvement of human resources administration in County employment. The Board shall also hear and act upon all appeals as provided in Chapter 26 of the New Castle County Code. It shall make an annual report to the County Executive and County Council which shall be made public.

Additional Information Regarding the Human Resources Advisory Board:

The Human Resources Advisory Board shall consist of three (3) members. The members of the Human Resources Advisory Board shall be appointed by the County Executive, with consent of County Council, for terms of six (6) years or until their successors are appointed and qualified. Appointments made upon the expiration of any Board member's term shall be for six (6) years from such expiration date. When vacancies occur, they shall be filled for the unexpired term. The members of the Board shall be residents of the County. They shall be persons of recognized character and ability whose experience provides knowledge of human resources practices and procedures and knowledge and support of merit principles as applied to public employment. No member of the Board shall be a member of any local, state or national committee of a political party or an officer or a member of a committee of any partisan or political group or shall hold or

be a candidate for any political office, and no more than two (2) of the members shall be of the same political party.

Members of the Board shall be compensated according to Section 26.01.009 of the New Castle County Code.

One (1) of the members shall be elected Chairperson by the members of the Board. Meetings shall be called and held as shall be provided by rules to be adopted by the Board. Two (2) members shall constitute a quorum.

Summary of Actions in 2020:

January 2, 2020

Meeting cancelled, no agenda items presented.

February 6, 2020

Meeting cancelled, no agenda items presented.

March 5, 2020

Meeting cancelled, no agenda items presented.

April 2, 2020

Meeting cancelled due to Governor John Carney's Declaration of a State of Emergency due to a public health threat (COVID-19), and New Castle County Executive Matthew Meyer's Executive Order.

May 7, 2020 (Zoom Video and Audio Conference Meeting)

Board Members Present:

Dr. Valencia "Lynn" Beaty, Chair
O. Floyd Corbin, Member

- Approval of 2020 Human Resources Advisory Board Meeting Schedule

The Board approved the 2020 Human Resources Advisory Board Meeting Schedule with condition to review the next calendar at the November meeting.

- Approval of 2020 Human Resources Advisory Board Annual Report

The Board approved the Human Resources Advisory Board Annual Report for 2020 with condition to review the next Annual Report at the February meeting.

Human Resources Advisory Board
2020 Annual Report
Page 3

June 4, 2020

Meeting cancelled, no agenda items presented.

July 2, 2020

Meeting cancelled, no agenda items presented.

August 6, 2020

Meeting cancelled, no agenda items presented.

September 3, 2020

Meeting cancelled, no agenda items presented.

October 1, 2020

Meeting cancelled, no agenda items presented.

November 5, 2020 (Zoom Video and Audio Conference Meeting)

Board Members Present:

Dr. Valencia "Lynn" Beaty, Chair
O. Floyd Corbin, Member

- Approval of the Bylaws of the Human Resources Advisory Board Adopted December 18, 2014

The Board approved the Bylaws of the Human Resources Advisory Board adopted December 18, 2014.

- Approval of 2021 Human Resources Advisory Board Meeting Schedule

The Board approved the 2021 Human Resources Advisory Board Meeting Schedule.

December 3, 2020

Meeting cancelled, no agenda items presented.