

**STAFF FEEDBACK - EMPLOYEE SELECTION AND PROMOTIONS**

**Comment Period December 15-29, 2014**

*Final 2/3/15 st*

<b>INDIVIDUAL</b>	<b>FEEDBACK</b>	<b>DOC RESPONSE</b>
Kyle Beckwith	I did not see any direction provided at the Departmental level connected to Candidates that do have a Criminal Record other than Sexual based behaviors that were adjudicated either at the Criminal or Civil levels. (Kyle references the prior version of this directive and its corresponding section titled "Eligability for an Interview.")	The Department has included language incorporating the waiver process and has developed additional documentation requirements for this process. These documents are part of the guidance documents that will be released as part of this directive.

<p>David Bellini</p>	<p>I'd like to point out that this directive leaves out some of the new language in S.218. I think this bill is now law. This bill was supported by the DOC.</p> <p>“(d) The Commissioner may conduct preemployment drug screening in accordance with 21 V.S.A. § 512 of all permanent and temporary employees hired after July 1, 2014 and may conduct background investigations,.....”</p> <p>As long as we are updating the employee selection process wouldn't it be wise to include a section for pre-employment drug screening? Also a more in depth background investigation, beyond, VCIC &amp; NCIC criminal record checks.</p> <p>Also, there should be some metric to measure how well the DOC is hiring. Turnover stats for temps and permanents. Workforce planning. What are the goals? Recruitment is glossed over and not really addressed.</p> <p>With the current uptick in drug abuse, the VTDOC would be wise to screen out applicants via a standard pre-employment 10 panel drug screen. This would discourage some drug abusers from applying for employment and it would capture applicants who cannot stop abusing drugs even if they know they will be drug tested. The law was passed for a reason.</p> <p>Also I do not feel that an interview panel should be restricted to same or higher pay grades. This excludes too many people that can add perspective.</p>	<p>The Department recognizes the important points identified in S.218 and has previously discussed implementing these procedures. Presently though given our administrative constraints, legal constraints and the VSEA we are not able to pursue these procedures at this time. Additionally, the Department recognizes the insight which all employees offer regardless of pay grades, in the interest of fairness and impartiality the Department limits the interview panel to those employees who are at the same or higher pay grade.</p>
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<p>Mark Potanas</p>	<p><b>5. The Interview</b></p> <p>b. The appointing authority or designee will utilize a hiring panel that utilizes these principles:</p> <p>i. At least two staff persons will make the panel but preferably three to five persons will be used.</p> <p>ii. Interviewers should be of the same pay grade or above the position they are hiring for. <u>Change to Interviewers should be of a higher pay grade than the position they are hiring for.</u></p>	<p>The Department recognizes the insight which all employees offer regardless of pay grades, in the interest of fairness and impartiality the Department limits the interview panel to those employees who are at the same or higher pay grade.</p>
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