

## General Conference Recommendation: Personnel Team

It is our belief that an efficient system of personnel evaluation and management should apply to all employees of the conference. This would require expanding the role of the Personnel Committee to include review or oversight of performance appraisals of not only the bishop and other national leadership team members, but also staff reporting to these supervisors. With the expanded role a larger committee would be required, and this offers the opportunity to involve greater expertise on the committee.

In keeping with the governance models shifting from BOA-dominated committees to expertise-oriented teams, the Personnel Committee will now be known as the Personnel Team. As a significant part of the work would involve reviews of employees directly or not directly reporting to the bishop, the bishop will serve on the Team, but must recuse him/her self from the process of performance appraisal for him/her self. Performance appraisals for all other NLT members and conference employees will be conducted by the appropriate supervisors, but the Personnel Team will provide oversight and final sign off on all appraisals to ensure due process.

Although Personnel Team membership would include a member of the management committee, we see no compelling reason that this person need be the chair of the management committee or of the Personnel Team. However, this BOA management committee representative would lead the bishop's performance appraisal and serve as the contact person for all staff concerns about the bishop.

To avoid conflict of interest between a minister and the bishop, the BOA representative should be a lay person. Because several of the employees will be ordained ministers, it is appropriate that an ordained member of MEGaP be included on the Personnel Team.

**Motion:** That the Personnel Team be charged with conducting the bishop's performance appraisal, as well as providing oversight on performance appraisals, job descriptions, and compensation packages of all national team members, supervisory staff, and conference employees, to ensure due process.

That the Personnel Team be expanded to 4 or 5 members and that it includes the bishop, a lay member of the management committee and an ordained member of MEGaP, as well as additional members of the FMCIC or the conference. At least half of the committee shall be lay members.

The chair shall be chosen from the members other than the bishop.

The bishop shall recuse him/her self during all deliberations of his/her performance appraisals.

The BOA representative shall lead the performance appraisal process for the bishop, and receive all staff concerns related to the bishop.

## **Changes to the Manual:**

FROM

### **4.3 Personnel Committee**

A personnel committee shall be elected by the board of administration at its first meeting following general conference to assist the bishop with the annual review of national leadership team's performance appraisals and compensation packages for the term between general conferences.

It shall be comprised of the following three persons:

- the chair of the management committee (chair),
- a clergy member of the MEGaP committee and a
- lay member of The Free Methodist Church in Canada, who is not on the board of administration.

The latter two are to be nominated by the bishop.

TO

### **4.3 Personnel Team**

A Personnel Team shall be appointed by the board of administration at its first meeting following general conference to assist the bishop, national leadership team and supervisory staff with the annual review of all employees' performance appraisals and compensation packages for the term between general conferences. It shall be comprised of four or five persons including the following:

- the bishop,
- a lay member of the management committee,
- a clergy member of the MEGaP committee, and
- one or two members of the Free Methodist Church in Canada or of the conference, who are not on the board of administration.

The latter one or two are to be nominated by the bishop. At least half of the committee shall be lay members.