



Staff Report

To: Summit County Council
Report Date: November 10, 2020
From: Tom Fisher, County Manager
Project Name: Summit County Personnel Director

BACKGROUND

Summit County is concluding the process of hiring our next Personnel Director, this process is governed by Utah State Code §17-33 County Personnel Management Act. Under the Act there are two processes for hiring a Personnel Director.

The first process is to hire the individual into a **merit** position. In this option the position is advertised and recruited for in the same manner as for all other merit positions. After receiving the list of eligible candidates, the Career Service Council (CSC) selects three names and submits those names as recommendations to the County Council. at the County Manager's discretion, he may appoint a director of personnel management with the advice and consent of the County Council.

SUMMIT COUNTY PROCESS

Summit County elected to hire the next director as a merit employee. To this end, the County advertised for the director position on September 16, 2020. The County received 99 applications, this was narrowed down to a list of 38 certified eligible candidates. With the consent of the CSC, the list of certified eligibles was forwarded to Tom Fisher, Janna Young, Andrew Wright, and Jami Brackin for a further narrowing of the applicants prior to being sent to the CSC. Their list of eight candidates was forwarded to the CSC.

The CSC held their interviews on October 15, 2020. After their comprehensive interviews the final list of three names was sent as a recommendation to the County Council.

On October 26 the County held final interviews for the Personnel Director position. There were two groups holding interviews simultaneously. The first group consisted of Council Members Roger Armstrong, Kim Carson, and County Manager Tom Fisher. The second group consisted of Janna Young, Deputy County Manager; Jami Brackin, Deputy County Attorney; Andrew Wright, Lieutenant; Caroline Rodriguez, Regional Transportation Planning Director; Matt Leavitt, Financial Officer; Kayli Hudson, Office Manager; Stephanie Larson, Assessor; and Phil Bondurant, Deputy Health Officer.

Both sets of interviews were successfully held with recommendations made to the full County Council on the same day.

RECOMMENDATION

Name **David C. Warnock**, pursuant to the County Personnel Management Act, to the merit position of Personnel Director of Summit County.

WARNOCK RECENT HISTORY

Mr. Warnock has been employed by the Unified Police Department in the Salt Lake Valley from 2009 to current. While at UPD he has been responsible for all personnel operations, talent acquisition, benefits, payroll, compensation, employee relations, risk management, legal compliance for 800 employees, He also created the vision and strategy for recruiting, benefits, and compensation structures. David also managed the benefits, compensation and policy processes ensuring UPD was competitive in all facets of salary, benefits, and wellness programs.

Prior to working for UPD Mr. Warnock served as the Director of HR Global Administration for the Olympic Broadcasting Services for the International Olympic Committee for nine years.

He brings with him a breadth of experience and knowledge that will be beneficial for Summit County and our employees.