

# **Nevada Presbytery Personnel Committee**

## **Report to Presbytery Council for its June 17, 2023 meeting**

### **Action Items to Recommend**

1. The committee recommends that Elder Scott Plummer be hired as the Director of Finance with a target employment date of September 30, 2023.
2. The committee recommends that payroll be outsourced to Nevada Payroll Services beginning October 1, 2023.

### **Recommendation Regarding the Director of Finance:**

**History:** Elder Vern Manke has served as the Director of Finance of the Nevada Presbytery since January of 2011. In ongoing conversations with the Personnel Committee in 2022 and early 2023, he indicated his intent to retire from the position around the time of the Fall 2023 meeting in September.

**Search Process:** Following the Spring 2023 meeting of the presbytery, the Personnel Committee updated the existing Director of Finance Position Description and Desk Manual and created a position announcement. It circulated these documents and established an application deadline of May 1. Thereafter, the committee interviewed suitable candidates, requested customary background checks, and engaged in follow up conversations with candidates and as a committee.

**Hiring Recommendation:** The Personnel Committee met on Tuesday, June 13 and approved the motion to recommend to the Presbytery Council at its June 17 meeting that Elder Scott Plummer be hired as the next Director of Finance for the Presbytery, with a target employment date of September 30, 2023.

The committee sites the following as particular strengths that Scott offers:

- A career as a principal in a civil engineering firm of over 200 employees with significant experience in general management, risk management, finances, contracts and real estate. He retired in 2019.
- Membership at First Presbyterian/Grace Presbyterian Church, Las Vegas since 1985 and leadership in a variety of areas, including financial management and analysis and budget development. He is currently the Co-Chair of the Building Team.
- Leadership with the Nevada Presbytery over a 20-year period with membership on a number of committees and chairing the Trustees and Mission Outreach. His leadership demonstrates his exceptional commitment to the work of the presbytery, the relationships of trust he has developed, and an appreciation for the mission of the presbytery and an understanding of its processes.

### **Recommendation Regarding Payroll Function:**

**History:** Current Director of Finance Vern Manke has been performing payroll functions in the scope of his work. The Personnel Committee recommends that this function be outsourced to Nevada Payroll Services at the end of the 3<sup>rd</sup> quarter. To implement this, the outgoing Director of Finance has agreed to provide historical payroll data to transition to Nevada Payroll Services taking over this function October 1, 2023. Potential incoming Director of Finance Scott Plummer endorses this plan.

**Rationale:** Payroll is complicated with frequently changing rules. The presbytery has employees who reside in California as well as Nevada, which creates additional complications. Using a payroll firm is a wise move to minimize compliance risks and simplify our practices (efficiency).

**Report submitted by Personnel Committee Chair Scott Trevithick June 13, 2023**