

**Minutes Meeting
Citizens' Compensation Advisory Committee
February 25, 2015**

Members Present: Connie Spyropoulos-Linardakis (by telephone)
Kerma Jones
John Mathews
Dale Cox
Frances Hume (by telephone)

Members Excused: Cori Petersen
Jennifer Seelig

Staff Present: David Salazar, City Compensation Administrator
Jodi Langford, City Benefits Administrator
Nancy Torres, Committee Support/Coordinator

Guests: Jeffrey Vaughn (SLC Association of Firefighters – Local 1645)

A recording of these proceedings is on file and available by request from the SLC- HR Department.

Meeting Open & Welcome: Committee Chair Connie Linardakis, who participated via telephone conference, opened the meeting and established that a quorum of members was present; Frances Hume, also, participated in the meeting by phone. Connie thanked David Salazar for the work done in a short period to complete the final draft of the annual report ahead of the meeting.

Adoption of February 18, 2015 Meeting Minutes: After noting a clarification and correction to a statement in the draft minutes attributed to him, John Mathews moved to approve the minutes of the 2/18/2015 meeting with language revisions (as noted during the Committee's discussion). The motion was seconded simultaneously by Connie, Kerma and Frances. The motion was approved unanimously.

Review & approval of the 2015 Annual Report: David commenced by highlighting changes made to the annual report since the Committee's last review. He noted the particular change requests, feedback, and other input obtained from Committee members during the last meeting and explained how all were incorporated into the final draft of the report. Committee members provided additional comments and input into the report's layout and content, including specific language modifications and minor corrections needed (e.g. formatting, spelling, punctuation, etc.).

David alerted members to new questions, including contrasting market data and retention issues, associated with the Paralegal benchmark. In particular, David pointed to the fact that this benchmark is one that shows as leading among other public sector employers included in the Wasatch Compensation Group, but lagging significantly when compared to the primarily private sector-based Western Management Group. David also noted the uniqueness of this benchmark as "hard to fill." He explained that in the recent past the City has experienced difficulty in attracting and retaining qualified candidates when position vacancies occur. Due to these issues, Frances Hume recommended that rather than wait immediate attention should be given now to addressing this problem; both Connie Linardakis and Kerma Jones concurred. Further inquiries by other members included questions about familiarity with the sources providing data, turnover, and other measures pointing to the City's ability to attract and retain staff.

Members discussed how to best call attention to and address issues with the Paralegal benchmark in the 2015 report. Members identified and discussed what appeared to be other similar "anomalies," such as the Accountant benchmark, as shown in Appendix A. Rather than treat these differently by modifying the Committee's approach of averaging the salary figures from the different market data sources (i.e. WCG vs. WMG), the consensus of the Committee was to include specific comments in the report. They concluded that these comments should encourage City leaders to assess what, if any, action may be necessary when dealing with these benchmarks.

The Committee also reviewed and discussed draft language which attempted to define a relative minimum above-market standard to be used when comparing the City's public safety positions to market. General consensus of the Committee was that the proposed language was unclear, confusing, and should be removed.

Finally, Committee members reviewed and discussed the recommendations included in the executive summary of the report. At the conclusion of this review, David provided an overall summary of the changes received from Committee members. Members also commented on the importance and relevance of information included in the final section of the report pertaining to the value of employee benefits and employee total compensation.

John Mathews made a motion to approve the report, including the specific changes/recommendations articulated and discussed by members present during the Committee meeting. The motion was seconded by Kerma Jones. The vote to approve the report, as modified, was unanimous.

Connie outlined the process for presenting the report to the City Council during a work session, along with the potential for small group meetings with interested Council members. David noted that although no specific date or time for the formal presentation was already set notice would be provided to Committee members once confirmed.

This meeting was adjourned at approximately 4:50 PM.

Next Meeting Date: No future meeting date was set. Members were notified that a possible spring meeting would be called, as needed.