

**Minutes Meeting
Citizens' Compensation Advisory Committee
August 29, 2017**

Members Present: Connie Spyropoulos-Linardakis
Cori Petersen
Dale Cox
Kerma Jones
RJ Peery

Members Excused: Jeff Herring

Staff Present: David Salazar, City Compensation Administrator
Rachel Lovato, Senior Human Resources Consultant
Julio Garcia, Human Resources Director
Jodi Langford, Human Resources Deputy Director
Carolyn Campbell, City Benefits Administrator

Guests: Marlene Sloan (Incoming CCAC Member)
Ginny Hsu Sorenson (Incoming CCAC Member)
Steve Hartney (President, SLC Police Association)
Val Thometz (VP, Fire Association Local 81)
Trevor Talon (SLC Fire Association Local 81)
Ben Luedtke (City Council office)

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

Meeting Open & Welcome: Chair Connie Spyropoulos-Linardakis opened the meeting and established a quorum of committee members was present. Connie acknowledged and welcomed three new newly appointed committee members, including—R.J. Peery (a city council appointee designated to fill the remainder of the term left by former appointee, Jennifer Seelig); and, two incoming members, Ginny Hsu Sorenson (a city council appointee) and Marlene Sloan (a mayoral appointee). Each new member provided the rest of the committee with a brief personal introduction and explanation about their professional work experience.

Review and adopt February 15, 2017 meeting minutes: A motion to approve the minutes of the committee meeting held on February 15, 2107 was made by Cori Peterson and seconded by Kerma Jones. The vote to approve the minutes was unanimous by all members present.

New HR staff introduction: Carolyn Campbell, new City Benefits Administration Program Manager, was introduced to members of the committee. Carolyn provided an overview of benefits changes as approved for fiscal year 2018 the city council during the latest budget cycle.

Staff Report: General updates, City's New Pay Range Guidelines, Union pay structure changes: David Salazar presented members with a handout outlining the City's new pay range guidelines, designed to help department managers when administering pay decisions for the city's group of non-represented employees. He noted no significant changes were made to any of the city's union pay structures; he did, however, note a specific change to the entry pay for police officers, which was increased to \$20.00 per hour in order to enhance the city's ability to attract and retain top law enforcement job candidates. David, also, reported the Human Resources Department received money in the new annual budget to pay for access to an online compensation management tool designed to better assist with analyzing data, forecasting salary budgets, and conduct specialized analysis (including reviews of gender pay equity).

Follow-up report of action taken in response to Committee's 2017 Annual Report, including employee pay adjustments and increase to the City's living wage. David reported on actions taken by city leaders, including

the mayor's budget request, which were in direct response to recommendations included in the committee's 2017 annual report. Actions included implementation of a modest general pay increase for all employees, either a 1% or 2% pay adjustment. Non-represented employees whose pay rate was below their established range midpoint received a 2% pay increase, while those who were at or above midpoint received a 1% pay increase. Union represented employees who were topped out in the range or those employees not receiving an increase during the year received a 1% increase.

With regard to salary benchmarks noted by the committee as lagging market, David noted the city council appropriated money to fund market pay adjustments for employees in all job titles specified as significantly or slightly lagging market. Cori asked how the employees accepted the new approach of not giving everyone the same increase. David indicated the response was generally positive. Julio Garcia added that although this new approach was the right thing to do it was much more difficult to administer.

Finally, David reported an increase was made to the city's established living wage, which was raised from \$10.10 per hour to \$10.87 per hour effective July 2, 2017 based on the committee's recommendation.

Discussion about legislative requests to conduct special compensation studies, including recommendations on salaries for elected officials: David summarized and presented members with a request received from the city council for a special study, including analysis and recommendations from the Committee, about elected officials' salaries compared to other U.S. cities. The council suggested the sample of cities used in the study should be comparable western U.S. cities. In addition, they have requested that this survey also include the gathering of data on compensation levels for council members serving in leadership roles, such as chair and vice-chair. David reported the only pay adjustments received by council members have been the same general increase given to all other city employees.

David suggested gathering direct input from council members about the criteria to be used for determining a sample of cities to survey is critical. Cori questioned David about the bandwidth the department has to perform such a study and whether it would be more suitable to rely on a third party consultant to do this work. David acknowledged challenges associated with previous same studies and agreed it would be advisable to have a new and different look done by an outside source. Connie suggested this new study does not appear to be as comprehensive as the public safety compensation study previously done by First West. Dale suggested the council be consulted directly to specify what their duties are and what types of cities they believe are similar to Salt Lake City. Kerma asked about city officials' response to the results of the last survey conducted by the Human Resources Department; to which, David responded by saying the extreme variance in salaries reported made it difficult to formulate recommendations or take any specific action. Considering past and current challenges, including time and limited staff resources, the consensus of the committee was to move forward with a plan to hire a reputable outside vendor to complete the study.

Dale Cox – Public safety factors and traits of Salt Lake City: Dale Cox distributed a list entitled "SLC Fire Department District's Unique Qualities," which he asked committee members to review prior to the next scheduled meeting. Dale indicated the list highlights unique traits of Salt Lake City and what the city's police and fire departments do differently than other cities in the state. He further suggested the city not compare the wages of police officers and fire to cities such as Draper. He requested this item be placed on the agenda for further review and discussion during the committee's next meeting.

Presentation and expression of thanks for service to outgoing members, Connie Spyropoulos-Linardakis & Kerma Jones: David thanked out-going committee members, Connie Linardakis and Kerma Jones, for their years of volunteer service to the City and its employees. Both members were presented with a small token of appreciation, followed by final remarks and their best wishes to incoming members. Connie officially handed the meeting off to Cori Petersen, who assumed leadership as the new committee chair following her role as vice-chair during the previous year.

New committee appointment, call for nominations: David noted that in addition to the latest selection and appointment of new committee members, the committee itself has the vacancy left by Frances Hume to consider. He explained that earlier in the year, Frances offered her resignation due to personal and work-related issues;

however, no formal action has since been taken. David suggested committee members consider potential nominees as replacement to fill the remainder of Frances' first term. Cori asked members to forward names and resumes for interested candidates to David.

Confirm next meeting date(s): No new meeting date was set. Instead, Cori suggested David initiate a Doodle poll as soon as possible to determine the best available date & time for all members to attend.

This meeting was adjourned at approximately 4:52 PM.

These minutes were approved in a Committee meeting held on October 17, 2017.