

**Minutes Meeting
Citizens' Compensation Advisory Committee
October 29, 2013**

Members Present: John Campbell, Chair
Connie Spyropoulos-Linardakis, Vice-Chair
Kerma Jones
Cori Petersen

Members Excused: John Mathews
Paul Jones

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

Guests: Michael Tuttle (SLC Police Union – Local 75), Michael Millard (SLC Police Union – Local 75); Steve Hoffman (President, SLC Association of Firefighters – Local 1645)

Welcome & Introduction: The meeting was opened at approximately 4:00 pm.

Utah Open Meetings Act Training for Members: This training, required on an annual basis for all members, was provided by Jonathan Pappasideris, Senior Appointed City Attorney. Highlights of the Act were reviewed and discussed with Committee members, including definitions of what constitutes a meeting, public notice requirements, minutes and recordings, closed meeting requirements, emergency meetings, and electronic meetings requirements. Jonathan addressed questions posed by Committee members and staff.

Adoption of February 19, 2013 Meeting Minutes: A motion to approve the minutes was made by Connie Linardakis; and, seconded by John Campbell. Members present voted unanimously to approve the minutes. (Following this meeting, it was determined that the body of members present failed to constitute a quorum, requiring ratification of these minutes instead at a future meeting when a quorum is present).

Committee Membership Report, including new appointments and current member terms: David Salazar presented members with information about recent appointment of Cori Dawn Petersen to fill the remainder of Drew Clarke's unfinished term (expiring 8/31/2014) and reappointment of Kerma Jones by the Mayor's Office. Members were also advised that reappointment of Connie Linardakis by the City Council was also under consideration; finding a replacement for Charlotte Miller (City Council appointee) was also pending.

David clarified that current City practice allows for Committee members with expired terms to continue to serve until a replacement member is appointed.

Considering the expired term of John Campbell (8/31/2013), a motion to reappoint Mr. Campbell as the Committee's appointee was made by Connie Linardakis and seconded by Kerma Jones. A vote of the members present was unanimous and in the affirmative. (Following this meeting, it was determined that the members present failed to constitute the quorum necessary to ratify this action).

CCAC 2013 Annual Report Update: David Salazar provided members with an update and report on City leaders' decisions and implementation of the Committee's 2013 annual report recommendations, including targeted market salary adjustments and general salary budget appropriations. David reported that relative to recommendations #2, #4, #5 & #9, all were implemented primarily as they were suggested. He also indicated that although not complete, the Human Resources Department recently hired a Research Analyst who was given the assignment to gather information for a report to be given at a later date relative to the Committee's

recommendation that the City consider best practices for pay for performance among other public employers (recommendation #6).

City Benefits Update: Jodi Langford informed the Committee about benefit plan changes, including enhancements, plan premium adjustments and increase in the number of employees enrolling in the City's high-deductible health plan (HDHP). She attributed the success of higher enrollment in the HDHP to the City's front load into the health savings account and education given through employee open enrollment meetings held citywide. Committee members complimented the City's efforts, including front-loading annual deposits into employee health savings accounts.

City Compensation Update: In addition to information given relative to implementation of the Committee's 2013 recommendations, David informed the Committee about success around creation and implementation of new pay structures put in place for employees covered under collective bargaining unit contracts, which were effective 1/6/2013. Among the greatest changes from the prior pay structures for Police, Fire and AFSCME-covered employees included adjustments to the frequency and amounts of pay increases. He informed the Committee of plans to implement similar changes affecting union-eligible 300 Series employees, which were due to take effect 1/5/2014.

2013-14 Outline of Studies, Plans & Timelines: David reported to that efforts are currently underway to gather the salary data for the City's 60+ salary benchmarks from local employers and similar U.S. cities for select jobs, including Elected Officials, Department Heads, and Other Key City Leaders. Committee members were also informed about efforts to conduct a review and analysis to assess the value of employee benefits compared to other local employers; he informed the Committee that discussion was underway to develop a contract with the Hay Group, who recently completed a similar study with sample data obtained for the State of Utah. The goal is to have this information ready for the Committee to review and consider for its 2014 annual report, if possible.

2014 Committee Meeting Schedule & Next Meeting Date: The Committee agreed to continue to hold meetings in the late afternoon during regular business days. Two tentative meeting dates were set for preparation and consideration of the 2014 Annual Report-- January 14, 2014 & February 11, 2014. Time and location were reserved to be set closer to the meeting dates.

The meeting was adjourned at approximately 5:00 pm.

Minutes were approved unanimously on 2/24/2014.