

**Minutes Meeting
Citizens' Compensation Advisory Committee
November 2, 2016**

Members Present: Connie Spyropoulos-Linardakis
Kerma Jones
Dale Cox
Jeff Herring

Members Excused: Cori Petersen
Frances Hume

Staff Present: David Salazar, City Compensation Administrator
Rachel Lovato, Committee Support/Coordinator
Jodi Langford, City Benefits Administrator
Julio Garcia, Human Resources Director

Guests: Jonathan Pappasideris

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

Meeting Open & Welcome: Connie Linardakis opened the meeting and established that a quorum of members were present, including Dale Cox who participated in the meeting via telephone conference.

Review and adopt August 25, 2016 meeting minutes: A motion to approve the minutes of the committee meeting held on 8/25/2016 was made by Kerma Jones and seconded by Jeff Herring. The vote to approve the minutes was unanimous by all members present.

Introduction – New Committee Member, Jeff Herring: Connie welcomed Jeff Herring as the newest committee member. Jeff was appointed by Mayor Biskupski to fill the vacancy left after the expiration of John Mathews final term. Jeff expressed his gratitude for the opportunity to serve and shared brief description about his professional background in HR, including his current role as vice-president of Human Resources (Chief HR Officer) at the University of Utah.

Open Meetings Act annual training: Jonathan Pappasideris provided members with annual training required for committee and board members, as dictated by the state's Open Meetings Act, Utah Code 52-4-101. Highlights of his presentation included: definition of what constitutes a meeting (including need for public access); need to establish a quorum to conduct official business; requirements for public notice, including date, time, and location of meeting, reasonable specificity and other requirements associated with meeting agendas; public comment; requirements for closing a public meeting; minutes and audio recordings; approval of meeting minutes; discretion of the committee chair to take public comment during open meetings; requirements for closing a meeting; requirements for holding an electronic meeting; advice regarding electronic communication among members, including email and text messages; and, consequences and penalties associated with actions found to be in violation of the Act.

2016 Gender Pay Equity Analysis: Rachel Lovato presented members with an overview of average pay comparison among the city's male and female employees by job. Distinctions were made among jobs for which all incumbents were either female or male. For jobs with both female and male incumbents, Rachel highlighted information contained in the report distributed to all members, including the number of male and female incumbents and pay differences based on gender (expressed as a percent of female to male pay). She further explained that despite any pay differences that exist between female and male incumbents in union-covered jobs, pay rates for all employees are based exclusively on their respective time in position.

Jobs highlighted on the report (in blue) were noted as non-union jobs. Analysis revealed a total of 51 jobs where women earned less than their male counterparts; another 68 job titles showed females earned as much or more than their male counterparts in the same job. The mix of jobs in these categories were both union and non-union

jobs. Other statistics indicated a total of 163 job titles, including some single-incumbent jobs, held exclusively by men, and another 46 job titles, including some single-incumbent jobs, which are held exclusively by women.

Rachel cited further analysis which revealed that although gender pay differences exist among employees citywide, little to no pay difference exists among female and male employees in the same job title and same department. Jeff Herring speculated that pay differences between departments may be budget-driven; Rachel also recognized a potential cause based on differing pay philosophies and discretion exercised by each department director. David Salazar noted a shift underway by city officials to focus on pay across all departments rather than exclusively by department. Kerma Jones noted the overall results of this analysis appear to show the city in a favorable position, especially considering that results show a similar numbers of job where females and males earn close to the same pay.

Julio Garcia outlined the human resource department's intent to continue to monitor and track gender pay differences among employees, as well as consider pay equity among employees from all departments when making pay decisions.

Connie Linardakis suggested the committee draw some conclusion around this analysis for the benefit of city leaders; perhaps, even as part of their annual report. David recommended inclusion of a section in the 2017 annual report citing: 1) the committee's review of recent gender pay equity analysis; 2) the results appeared to be favorable; 3) absence of any concerning issues or pay corrections that need to be made; and, 4) citing statistics, including the number of jobs where females lead males in pay and *vice versa*. Members recommended making pay comparisons annually for consideration in February of each year.

Prior to ending the meeting, Julio announced the recent appointment of Jodi Langford as Deputy Human Resources Director. David outlined the process and meeting schedule necessary for completing the next annual report.

Next Meeting Date: David was given the assignment to schedule up to three future meeting dates between January and February 2017.

This meeting was adjourned at approximately 5:30 PM.

These minutes were approved in a Committee meeting held on 1/17/2017.