

Personnel Committee

MONDAY, August 17, 2020

4:30 p.m.

**Paul Rosenbohm, CHAIRMAN
(Greg Menold, and Michael Smith)**

MINUTES

1. Call to Order
Chairman Rosenbohm called the meeting to order at 4:30 p.m.
2. Roll Call
Present: Rosenbohm, Menold, and Smith (virtual) Also present: Hinrichsen, Logan, Miller, and Lees.
3. Motion to approve July 8, 2019, minutes
Menold moved to approve July 8, 2019, minutes and Smith seconded. Motion carried.
4. Recommend to Executive Board regarding updates to the FY2021 Wage and Salary Schedules
 - a. Full-time salaried staff
 - b. Part-time Hourly schedules to work in 1,000 hours per fiscal year.Menold moved to recommend to Executive Board regarding updates to the FY2021 Wage and Salary Schedules for Full-time salaried staff and Part0time Hourly schedules to work in 1,000 hours per fiscal year and Smith seconded. Motion carried.
 - Miller gave history of decision on Personnel Committee duties. On a yearly basis we look at the salary schedule. We are asking to increase by 2% to be competitive.
 - Menold asked if we have any part-time employees and Miler said yes, the accountant.
 - Menold asked if we are still looking to add a staff member and Miller said it is still pending.
5. Recommend to Executive Board regarding FY2021 Staff Salary Adjustments
Menold moved to recommend to Executive Board regarding FY2021 Staff Salary Adjustments and Smith seconded. Motion carried.
 - Miller explained the process of raises. Explained COLA (Cost of Living Adjustment) and the mid-year consideration of in place promotions. HE is recommending a 2% increase but, in the budget, there is 3%. The salaries are paid thru grants. The 2% has been approved from PPUATS and IDOT (UWP)
 - Smith asked if 1% is enough for merit increases and Miler replied yes.
 - Menold expressed his hesitation of 2% due to uncharted water of the state's money situation. He suggested to hold to 1% and give COLA and merit raises in January.
 - Miller addressed that we have not had any turnover in 5 years and wants to keep the salaries competitive. Wants to keep our people in place. If we lose someone it takes time to train and that takes up valuable time of working.
 - Smith supports the 2%.
6. Other
7. Adjournment
Adjourned at 4:45 p.m.

Submitted by:

Eric Miller

Executive Director

Transcribed by Debbie Ulrich