

## Personnel Committee

**MONDAY, July 8, 2019**  
**5:30 p.m.**  
**Mike Hinrichsen, CHAIRMAN**

**(Mike Phelan, and Sue Sundell)**

### Minutes

1. Call to Order  
Chairman Hinrichsen called the meeting to order at 5:30 pm
2. Roll Call  
Present: Hinrichsen, Sundell, and Phelan. Staff: Miller, and Lees
3. Motion to approve January 16, 2019 meeting minutes  
Sundell moved to approve January 16, 2019 minutes and Phelan seconded. Motion carried.
4. Recommendation to Executive Board regarding updates to the FY 2020 Wage and Salary Schedules
  - a. Full-time Salaried Staff
  - b. Part-time Hourly Staff schedules to work under 1,000 hours per fiscal year.Sundell moved to recommend to Executive Board regarding updates to the FY2020 Wage and Salary Schedules for Full-time Salary Staff and Part-time Hourly staff and Phelan seconded. Motion carried.
  - Miller updated that the CPI is at 1.8% but is asking the Commission for 2 % for COLA in July for full time staff and hourly staff.
  - Hinrichsen asked if this is competitive enough?
  - Sundell asked if we made full adjustments to salary schedules and Miler replied yes.
5. Recommend to Executive Board regarding FY 2020 Staff Salary Adjustments  
Phelan moved to recommend to Executive Board regarding FY 2020 Staff Salary Adjustments and Sundell seconded. Motion carried.
  - Miller updated that the CPI is at 1.8% but is asking the Commission for 2 % for COLA in July for full time staff and hourly staff. Then will come back in January or February of 2020 for the promotional raises.
  - Phelan asked if this will make them out of our salary ranges. Suggested to have bonuses instead. Miller said he will look into this.
6. Other  
Phelan suggested to get a tool for the Executive Director review.
7. Adjournment  
Phelan moved to adjourn at 5:50 pm and Sundell seconded. Motion carried.

Submitted by:

Eric Miller

Executive Director

Recorded and transcribed: Debbie Ulrich