



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

PERSONNEL COMMITTEE MEETING

456 Fulton St., Suite 401
Peoria, IL 61602

CHUCK NAGEL, CHAIRMAN
(John Kahl, and Danny Phelan)

Wednesday June 5, 2024
8:00 a.m.

MINUTES DRAFT

1. Call to Order
Acting Chairman Chuck Nagel called the meeting to order at 8:00 a.m.
2. Roll Call
Present: Danny Phelan, John Kahl, and Chuck Nagel. Also present: Eric Miller, and Ray Lees
3. Motion to approve February 12, 2024, minutes.
Danny Phelan moved to approve the November 20, 2023, minutes and John Kahl seconded.
Motion carried.
4. Recommend to Executive Board and Commission regarding updates to the FY2025 Wage and Salary Schedules (Resolution 24-54)
 - a. Full-time salaried staff
 - b. Part-time Hourly schedules to work in 1,000 hours per fiscal year.

Motion by Kahl, Seconded by Phelan

Discussion

Mr. Miller explained that in order to keep salary ranges at a competitive level it has been the practice to review salary ranges and make adjustments if necessary. The Salary ranges apply to all full time and for Part time staff. Mr. Miller further explained that the Consumer price index report is relied on to inform the recommendation Mr. Miller recommended that the schedule be adjusted upwards 3.5%

Brief discussion ensued regarding factors influencing salaries and
Motion carried unanimously

5. Recommend to Executive Board and Commission regarding FY2024 Staff Salary Adjustments (Resolution 24-55)

Motion by Kahl, Seconded by Phelan

Mr. Miller explained that Cost of Living adjustments (COLA) are given to qualified staff on an annual basis. These adjustments are determined by market rates and the Consumer Price Index of which Mr. Miller shared the latest report with the Committee. Mr. Kahl asked about how these raises are administered? Mr. Miller responded that the COLA are given to all qualified full and part time employees and at one time the Executive Director could distribute the increases at their discretion. Mr. Kahl noticed language in the resolution that was inconsistent with what Mr. Miller told the committee. Mr. Miller admitted that the language of the resolution was not updated from a previous resolution and should be amended.

Amended Motion by Kahl Seconded by Phelan

Strike "to be distributed by the Executive Director at his discretion". From the last article "Therefore be it resolved" of Resolution 24-55

Amended Motion carried unanimously

6. Mr. Miller discussed employment market conditions as it relates to recruitment of new employees

7. Adjournment

John Kahl moved to adjourn at 8:51 a.m. and Danny Phelan seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded and transcribed by:

Eric Miller, Executive Director