

1 **NORTH OGDEN CITY COUNCIL AND EMPLOYEE BENEFIT COMMITTEE**
2 **WORK SESSION MINUTES**

3
4 August 7, 2012
5

6 The North Ogden City Council convened in a joint work session with the Employee Benefit Committee on
7 August 7, 2012 at 6:33 pm in the North Ogden City Council Chambers at 505 East 2600 North. Notice of
8 time, place and agenda of the meeting was delivered to each member of the City Council and Employee
9 Benefit Committee, posted on the bulletin board at the municipal office and posted to the Utah State Website
10 on August 1, 2012. Notice of the annual meeting schedule was published in the Standard-Examiner on
11 January 16, 2012.
12

13 PRESENT: Richard G. Harris Mayor
14 Brent Taylor Council Member
15 Cheryl Stoker Council Member
16 Kent Bailey Council Member
17 Wade Bigler Council Member
18 Justin Fawson Council Member
19 Linda Boyer Committee Member
20 Delonie Call Committee Member
21 Brock Mortensen Committee Member
22 Brett Forsberg Committee Member
23 Thayne Shaffer Committee Member
24 Kris Barker Committee Member
25 Neal Berube Committee Chair
26

27 STAFF PRESENT: Bryan Steele Finance Director
28 Annette Spendlove City Recorder/HR Director
29 Julia LaSeure Deputy City Recorder
30

31 VISITORS: Bill Bernard Sherry Bernard
32 Shelly Robison Anthony Bersamin
33 Dave Espinoza Laura Barker
34 Debbie Gailey Bill Aeschlimann
35 Clark Crowther Rusty Olsen
36 Gina Kochendorfer Paul Rhoades
37 Kevin Warren Brian Russell
38 Shelly Rhoades Ken Kolb
39

40 Mayor Harris convened the meeting at 6:33pm and welcomed those in attendance. He thanked the Employee
41 Benefit Committee Members for their willingness to serve and said that is commendable. He welcomed
42 Council Member Taylor home from Afghanistan and explained that he was on a leave of absence. Dave
43 Hulme was sitting in for him as a Temporary Council Member while Council Member Taylor was gone.
44 Mayor Harris said City staff is glad to have him home safe and sound.
45

46 Mayor Harris offered the invocation and led the audience in the Pledge of Allegiance. He then led the City
47 Council and Committee Members in making introductions.
48

49 Mayor Harris explained that the first thing that needs to happen is for the Committee to have a clear
50 understanding of what the Council expects them to do. We thought the best way to do that was to just have a
51 work session together and have some discussion. After that discussion the Committee can move forward and

52 undertake their work. He stated that Neal Berube has consented to be the Chairman of the Committee and we
53 appreciate that.

54
55 **1. DISCUSSION REGARDING QUESTIONS FOR THE CITY COUNCIL FROM THE**
56 **EMPLOYEE BENEFIT COMMITTEE.**

57
58 a. Importance of employee retention in regard to knowledge and relationships with City residents.

59
60 Neal Berube expressed his thanks to the members of the Committee for their willingness to serve. He said he
61 thinks it is important, before the Committee engages in their assignment, that they have an understanding of
62 what the Council wants them to accomplish. He said he hopes that at the end of the discussion tonight we end
63 up with some type of a charter understanding what the Council wants them to accomplish so the product they
64 produce will be of use as the Council makes decisions. He said the first thing on the agenda tonight is that it
65 is important that the Committee knows how the Council feels about the retention of City employees. He said
66 he hopes we can look at that long-term; right now the employment market is fairly soft but we hope that it
67 will recover one day and we surely want to limit the exposure to the City if that's what the Council is looking
68 at, compensation and benefits for retention of employees to serve the citizens. He said he would like some
69 feedback from the Council because obviously how the Council looks at that will affect what the Committee
70 recommends as far as the elasticity of the pay ranges.

71
72 Mayor Harris said this is the Council's opportunity and he would like a free and open discussion.

73
74 Council Member Fawson said it is important to look at retention because the last thing the City wants is to
75 offer something that is not adequate compensation and see a mass exodus of employees or even a small
76 exodus. He said to him it is important that we look at surrounding cities. We want to be competitive with
77 other cities as well as the private sector. He said he wants to see something fair that will keep good people
78 here and cover their needs and incentivize them to stay.

79
80 Council Member Bailey indicated that he agrees with Council Member Fawson. He said he thinks that it
81 becomes infinitely expensive to retain everybody. If we assume retention is our primary motivation for
82 setting our salary levels he thinks we are being unrealistic to assume that is the overriding goal. There needs
83 to be balance in that. He thinks one problem is the way government and large organizations tend to go about
84 salary surveys they are inherently inflationary because nobody wants to be average. He said he worked in
85 Human Resources (HR) a number of years ago and every time a survey comes out the benchmark always
86 tends to go up. He said obviously we want to keep our employees. We spend the time and money to train
87 them with the depth of knowledge of the systems and things that we have here in the City so we want to keep
88 those people and we want to make sure our benefits package is such that they want to stay.

89
90 Neal Berube said he agrees to some extent. He said it's amazing that you actually see decreases in some
91 positions because of the economic factors. He said he thinks realistically now those surveys may be more
92 meaningful than they have been historically. You have to balance those things against reality. He said he just
93 did an employee satisfaction survey and very few people think they are getting paid what they are worth. He
94 believes that sometimes we think it is expensive to retain employees but oftentimes it is more expensive to
95 lose team members because you have to train new people. He agrees that you have to balance those things.

96
97 Council Member Taylor said he had an experience when he was first on the City Council. He went and
98 visited with the different departments and heard from all the employees. He said he remembers meeting with
99 the leadership of the Public Works department and the top three employees there have been there for 25-30
100 years each. The discussion he had with them was how valuable that knowledge was. They knew every one of
101 the city's vehicles, they knew the sewer lines, they had all the historical knowledge that obviously is so
102 important and a new person wouldn't have that. There is a benefit to that knowledge of the history of the

103 community and that needs to be considered as well; just the sheer benefit to the City of those years of
104 experience in the City. Employees with years of experience with the City are able to be more efficient when
105 providing service for our residents.

106

107 Council Member Bigler thanked the Committee members who are willing to put their expertise to use for the
108 City. He said this is a public meeting and everything said here is on the public record. In general, there have
109 been a lot of things said in the past about this that have not necessarily been accurate. He said he would like
110 the Committee to look at the whole package; salary, medical, sick leave, etc... just like private industry
111 would. He has a number of neighbors who are City employees and he asked the Committee to be blind to
112 that. He asked them to have the utmost integrity and do what's right. We are not here to sock it to the
113 employees or to do a neighbor a favor. We are here for the long haul and to do it right for the City. If each
114 of us looked at this as if this were their business how would they spend every penny? Retention vs. hiring
115 new employees will come into play. If it is your business how would you do it? That is how he is looking at
116 it. He suggested that they look at it as if it were coming out of their family's pocket. How would they do it?
117 In his mind some positions would be the 50th percentile and other would be above that depending on the
118 positions. For example, and you couldn't do this will all positions but he would like the Committee to look at
119 everything. Are there any positions that have one fulltime employee that could possibly have two part time
120 employees. Our benefit package is over \$30,000 per year per employee is there any type of work where that
121 could be done? If it was your business you would probably look at those things. Not that you would do it in
122 every case but just don't leave any stones unturned. He said the bottom line for him is that he needs to be
123 able to look residents in the eye with a clear conscience and say you are getting what you are paying for. He
124 said we also need to be able to look City employees in the eye and say they are getting fair market value and
125 you are getting paid fairly. He said that in a nut shell is what he wants this Committee to do, to balance that
126 out. He said he needs to be able to say that this has been updated and is fair market value; right now that
127 hasn't been done in a long time.

128

129 Neal Berube said there is a potential that you will see some declines in some positions. What is the position
130 on someone who has been paid more than fair market value? Are you willing to reduce that salary? Are you
131 willing to cap that salary? Council Member Bigler said he appreciates the questions but that is kind of
132 generic. What position is it? How long have they been here? He said, generally speaking, he thinks it is not
133 a great idea to decrease people's salaries. People have financially obligated themselves to a certain level so
134 perhaps there are other ways that can be done unless something was way out of whack. He said he knows
135 some were decreased and they did it in increments for three years so it wasn't that much of a hit. He said he
136 thinks we could probably work it where we work with caps or things like that. A couple of years ago there
137 was a request for 100% medical benefits paid and then twice it was 4 day work weeks with paid lunches and
138 all that kind of stuff. With this third party we want just want a complete unbiased report. He said unless this
139 Committee finds that there is something totally out of whack he doesn't think it is good policy to drop
140 someone's salary \$10,000. That's just not a fair deal.

141

142 Kris Barker said Council Member Bigler just said that if there was a job that was taken by a fulltime
143 employee he would be willing to eliminate that fulltime job and make it two part time jobs for part time
144 employees. That is going against what he just said. Council Member Bigler said he doesn't think it is
145 because there is a difference between eliminating something and maybe keeping an employee on but telling
146 them they are going to make \$10,000 less. He said the way he looks at it is you're not in business to employ
147 people. You are in business and you employ people to make money and to get the job done. Are you going
148 to pay \$30,000 for benefits if it is a type of a job that two part time people can do? The difference for him is
149 that we don't exist to employ people. For example, Annette Spendlove's position, she is a fulltime employee
150 and to say you are going to remain a fulltime employee but we are going to reduce your salary by \$10,000.
151 He said to him that is different than saying we don't need this fulltime position. That's what any responsible
152 business owner would do if they don't need those positions and you give them 90 days to say this position is
153 being eliminated if necessary. If you can do it with two part time people is there anybody here, if you were

154 paying for it out of your own pocket that would continue to pay the \$30,000 benefits. Neal Berube said he
155 would continue to pay the benefits. He said it is contrary, we are not willing to cut someone's pay but we are
156 willing to put them out of a job if the work gets done with two people to save the benefits. That's poor policy
157 because what you do is you have unhappy employees. People need benefits too, not just the pay. He said he
158 agrees with Kris Barker.

159
160 Council Member Fawson said he would like to hear from the committee on what they propose. If that's not
161 an option for the City that's fine but if through natural attrition that job could go to two part time jobs he
162 would love to see that. Neal Berube said he doesn't know if city government is subject to the new healthcare
163 law but the federal government is trying to keep that from happening; businesses reducing the number of
164 hours to keep from paying for benefits.

165
166 Delonie Call said it is very position specific. Council Member Bigler said he just wants to look at every
167 option. If we can accomplish this in the Committee we could say to anyone that we have looked at everything
168 and this is a fair deal for both sides.

169
170 Neal Berube said that may be beyond the Committee's scope because they don't know what positions can be
171 eliminated or be part time. They can look at pay and say here is the benefit associated with each one but if
172 you are asking the Committee to look at what jobs can be filled part time or eliminated that needs to be a
173 Council decision.

174
175 Council Member Bailey said as he listens to the discussion he was thinking that may be beyond the scope of
176 what the Council is really asking the Committee to do.

177
178 Brett Forsberg asked how we define our scope. Are we allowed to talk about bonuses? Are we talking about
179 staffing levels? Are we talking about every position in the City or only certain positions? He said he would
180 like to have a charter really spelling it out.

181
182 Neal Berube said Annette Spendlove is in the process of putting together information on the costs of all the
183 benefits, what benefits are provided, information on salaries by position, and job descriptions.

184
185 Council Member Bigler said he will trust what the findings of the Committee are at the end. That's why he
186 wanted to have a third party do it and do it fairly.

187
188 Council Member Stoker said her concern is that it needs to be fair but she also thinks that the employees need
189 to be able to look at the City Council and know that they got a fair deal too. She said she wants the
190 employees to be protected and remembered in all this too. Neal Berube said that is going to be obviously a
191 definitional thing. Fair is in the eye of the beholder. The definition of fair will need to be gotten into more
192 specifically. He thinks the Committee got the message that the Council wants them to be independent,
193 unbiased and have a level of integrity based upon facts.

194
195 b. Definition of competitive salaries – 50th percentile – average – above 50th percentile etc.

196
197 Neal Berube said the Committee would like some feedback on what the City Council's definition of a
198 competitive salary is. He said hopefully the Committee will come back with a range of salaries. He asked the
199 Council to help the Committee understand what their definition of fair is; obviously a competitive salary. He
200 said he worked with one organization who believes a fair salary is in the 75th percentile because they don't
201 want turnover and they want to be a premier organization; that is their definition of fair. You'll hear other
202 people say as long as they're average that's fair but when you stop and think about it if you're just average
203 how does that fall into retention and long term costs.

204

205 Council Member Fawson asked how they assess it at the State level. Neal Berube said they assess it basically
206 by position. The State has historically retained employees by giving them a rich benefit package. It turns out
207 that the younger generation doesn't necessarily view that as a benefit for retention because they like to move
208 more, they like to be mobile. They don't want to be bound by having to stay because the pension is good.
209 The State resolved that they were going to look at it. They said they won't pay anyone below the 50th
210 percentile or above the 75th percentile unless they are just so valuable that they can't afford to lose them. The
211 State identified key positions and the employees know they can make up to the 75th percentile if they are a
212 key identified employee otherwise they are going to be closer to the 50th percentile.

213
214 Council Member Bigler said that answered his question. He asked if there could be a range so everybody is
215 not in the same percentile. Thayne Shaffer said performance has to come into this and he doesn't think this
216 Committee is in a position to gauge an employee's performance. He said as a group they could come up with
217 market ranges and asked if the City has performance evaluations or other measurements of performance.
218 Annette Spendlove replied that the City does do performance evaluations.

219
220 Council Member Bailey said that really becomes the responsibility of the supervisor in each case anyway.

221
222 Neal Berube said once you pay someone based on a year's performance you are somewhat stuck with that on
223 an ongoing basis. He said the Council will see later on with at-risk pay vs. guaranteed pay. He said as just a
224 thought that it would be nice for an employee to know that their cap is at the 75th percentile instead of the 50th
225 percentile then they know what opportunity they have. He said any pay by performance bonus is beyond the
226 scope of this Committee.

227
228 Kris Barker asked if the Committee is only to look at comparable cities in the State of Utah or outside the
229 State of Utah, say Stockton, CA where they are having so many problems paying their city employees.
230 Council Member Bailey said we certainly don't want to look in California for a comparison. Council
231 Member Bigler said then you would have the cost of living. He said he appreciates the range because we
232 don't know what that is.

233
234 Thayne Shaffer said he wasn't necessarily speaking about performance pay and bonuses. He doesn't know
235 how government salary structures work but to set an arbitrary thing that we don't go below 50% and we don't
236 go above 75%... He said it seems to him like that should be dependent on the position and the experience of
237 the individual and their performance on a day to day basis and that performance should be looked at
238 periodically. Neal Berube suggested that if you aren't performing at the expected level you shouldn't have a
239 job. Thayne Shaffer said he doesn't think that is reality. Neal Berube said it needs to become reality because
240 what happens is you disincentivize the guys that are doing their job. He said these are all philosophical
241 discussions so there is no right or wrong but at some point if you hire a team member and they are on 90 day
242 probation. Once they hit the threshold of doing their job if they aren't being paid what the average is for that
243 job it will be discouraging. He said at some point in time what has happened in this country is if you are not
244 performing at the level you are being paid it becomes the supervisor's responsibility to deal with that; to
245 coach them, etc... but at some point if people aren't doing their jobs then everybody becomes mediocre
246 because they lose the incentive.

247
248 Thayne Shaffer said in an area where you have more than one employee in the same position there will be
249 some people performing better than others.

250
251 Council Member Bigler said they look at that performance every year within each department. He said as
252 long as there is a range.

253
254 Neal Berube said historically in government people it was based upon longevity not performance. You
255 moved within those steps and as long as you weren't fired you moved up in that range. He is saying that the

256 range should move too. He said in his opinion that is the way government has done it; it's been longevity
257 rather than performance.

258
259 Council Member Taylor said the span of responsibility here is so much smaller it is easy for the supervisor to
260 keep very close tabs on employees and document poor performance. He said as a City Council Member and
261 as a taxpayer, he would expect North Ogden City to be above average on the pay because we expect better
262 service and have higher expectations. He said that's how he feels about it philosophically and he added
263 employee morale to the list also. He thinks we need to be kept at the forefront as an undercurrent to these
264 discussions. He said we have all been in jobs we liked that had a good team atmosphere and where we felt
265 valued and we have all been in jobs that we haven't. He said we need to be cautious on how we approach this
266 because employee morale is a key. Morale is huge. He said he believes morale is tied to pay; it's not the only
267 driver but it is a big factor in employee morale.

268
269 Neal Berube said pay becomes an issue because you focus on pay if you're not happy. He said when they
270 looked at their span of control the State found out that they have twice as many supervisors as private
271 enterprise. He said that might be something to look at too. The span of control may need to be considered
272 also. Council Member Fawson said he would like to see that.

273
274 Council Member Bigler said when it comes down to some of the specifics: the balances, how much salary,
275 how much benefit and how much the benefits cost, when we get down to the comparisons and it is sixes
276 financially... He said he would hope that we could take it from here to the department heads and the
277 employees and ask them what they would prefer out of the options that exist so overall they have the best
278 package possible.

279
280 Council Member Bailey said if we're going to take the position that we are only going to hire above average
281 employees, who decides who is above average. That's where we get back to the limits of the 50th to the 75th
282 percentile we are continuing to feed the machine. Somebody has to be average; average doesn't mean
283 mediocre it just means average. He said his expectation of this Committee is to give the Council ranges and
284 let them know what average is.

285
286 Delonie Call said when we need to be careful talking about average. She said she doesn't think they are
287 talking about performance. Usually when you are talking about pay averages you've got twenty people in a
288 job all at different salaries. The average is just what it would be if everybody got paid the same. There are a
289 whole lot of reasons why someone is positioned where they are in the range. You might have a superstar but
290 they are at entry level in that job so it will take pay a while to catch up.

291
292 Council Member Bailey agreed that the Committee should be looking at total compensation.

293
294 Neal Berube said he is assuming the Council would like the Committee to break that down by base rate pay,
295 at-risk pay, and benefits. So the Council will know where you might be short or rich and make some
296 adjustments based on that. He said if you go out and look at the Utah's Right to Know website it blows you
297 away because it is all inclusive. It's somewhat misleading.

298
299 c. Skilled positions vs. clerical position importance.

300
301 d. Guaranteed pay vs. at risk pay.

302
303 Neal Berube said he is not familiar with how the City looks at that; is there a pool for everything or is it all
304 just in base pay? He asked how that works and what the Council's philosophy is on that. Mayor Harris said
305 we have not had a system like that. He said the City has talked about having a pool of money for paying
306 bonuses but for the past several years we have not been in a position to consider something like that.

307 Neal Berube said hopefully that won't always be the case. Brett Forsberg said there are different ways to
308 structure that. Council Member Bailey said he would love to hear some recommendations. Neal Berube said
309 it might not be monetary it could be time off or different things based on financial restrictions. He asked if
310 the Council would like the Committee to see a break down on the private sector range and the government
311 range. Mayor Harris said that seems to have been an issue all along.

312
313 Neal Berube said that needs some clarification because it will save the Committee a lot of time if the Council
314 is only going to look at what the government is paying vs. the whole spectrum. Council Member Taylor said
315 the bonus programs he has seen tested in government are difficult to document or measure what is driving that
316 bonus but if it were a city government he thinks what is driving the bonus becomes subjective. He said bonus
317 programs he has seen in government had turned out gimmicky. He would rather have good salaries and
318 incentivize employees to do the best they can here. Neal Berube said when you look at the private sector
319 there is a base pay and an at risk pay. Basically you are saying you want to be in line with the private sector
320 but you don't want to pay bonuses that may force you to look above the 50th percentile. The compensation
321 with bonus historically is equal to the 70th percentile.

322
323 Council Member Bailey asked Neal Berube to define what at risk pay means. He said it means something
324 other than bonuses; he assumes if you are performing well you get paid better than the average and if you are
325 performing poorly you get paid less than the average. Neal Berube said that is something he thinks the
326 Council needs to take into consideration in the range. He said the definition in his mind is that at risk pay is
327 not guaranteed pay. One year you may make \$50,000 in base and \$10,000 in salary; that \$10,000 is always at
328 risk. If you can't afford to pay it you don't pay it. If the performance isn't there you don't get paid.

329
330 Thayne Shaffer talked about incentive vs. bonus. So an employee has to perform or accomplish certain things
331 or goals in order to get the bonus.

332
333 Brett Forsberg said he would love to see the City have good metrics for each position. That says whether you
334 are successful and whether you are able to move up. For every position there should be metrics that we can
335 look at and then based on those metrics there would be a portion of their salary that could be more or less, up
336 to a cap obviously. He said without metrics it is smoke and mirrors.

337
338 Linda Boyer said she personally feels that at risk pay is pretty close to bonus pay depending on how you look
339 at it. She asked what are the current system and the current package and suggested taking a look at those.
340 Then come back with recommendations and a range. She said first the Committee really needs that
341 information.

342
343 Annette Spendlove said the Committee will have that information this week. Linda Boyer said after they see
344 that and really discuss it they may have more questions.

345
346 Council Member Bailey said regarding scope, he would like to stay within market areas that are comparable;
347 Wyoming, Colorado and Idaho... the intermountain states.

348
349 Thayne Shaffer asked if there is a difference as far as the size of cities. Council Member Bigler said there are
350 different categories of cities and so forth based on population and that type of thing. Thayne Shaffer asked if
351 there are published findings or if the Committee is going to create this.

352
353 Council Member Fawson said if we are going to lose an employee they will probably go to Pleasant View or
354 Ogden. He said he wouldn't exclude Pleasant View just because they are half our size. Council Member
355 Bigler said he thinks the Committee should look at city size and salaries.

356

357 Neal Berube said Annette Spendlove is also giving the Committee some contact information for Human
358 Resource people in other communities. The Committee will look at this based on city size and they will take
359 that into consideration.

360
361 Mayor Harris said the Utah League of Cities and Towns categorizes cities in that way and we can get that
362 information.

363
364 Neal Berube said it seems that you work harder in a smaller company or smaller city because you are doing
365 different things and wearing multiple hats. It is difficult to look at these studies and see City Recorder
366 because Annette is the City Recorder/Human Resource Director. That is where you get into difficulties,
367 matching up job descriptions with job titles. That's another challenge you run into. He said it is interesting
368 how different cities categorize their jobs and match them up.

369
370 Council Member Taylor said that will feed into the span of control too because some people are managing
371 more and have different duties in other cities.

372
373 Neal Berube asked about the Council's philosophy on outsourcing.

374
375 Council Member Bailey said he thinks we need to look at outsourcing. It is really naïve of us to think that the
376 way we do it is the only way and we shouldn't be looking at other alternatives. He thinks there are some
377 services that we should look at in City services. Neal Berube said some cities employ an attorney and others
378 contract that out. Council Member Bailey said we have done both. Neal Berube said there is probably a
379 sprinkling of positions like that.

380
381 Council Member Bailey said the concept of basic city services and whether we should be contracting those
382 out is beyond what he expects the Committee to deal with. He said that may be something that the Council
383 needs to deal with more than tasking the Committee with that. There may be some department head positions
384 that the committee could make a recommendation on but we don't want you to manage the whole city.

385
386 Linda Boyer said if you are doing data collection it is easier to get it all at once.

387
388 Council Member Bigler said obviously the Police Department is going to be its own separate entity. It seems
389 like it would be easier to do that because they will be compared to other Police Departments.

390
391 Neal Berube asked what the time frame is. Council Member Bailey said they would like it before they start
392 working on the next budget which will be sometime the end of this year. Neal Berube said the timing will be
393 based on the number of cities they will have to call. Council Member Bigler said he would prefer to leave it
394 up to the Committee knowing that the Council's intent is not for them to be doing this for a year.

395
396 Mayor Harris said we need this information for the next Fiscal Year sometime between now and the first of
397 the year.

398
399 Council Member Bailey said if the scope needs to be adjusted that can happen too. He said the Council just
400 appreciates the help.

401
402 Council Member Bigler said one of the reasons he wanted this to happen is not because it's broken it just
403 because it has been so long since it's been done. He said the Council just wants an update.

404
405 Council Member Bailey said maybe the Committee can make some recommendations on how we can keep it
406 updated so we don't have to reinvent the wheel.

407

408 Council Member Fawson asked how regularly this analysis should be done. Neal Berube said they do it every
409 two years. Thayne Shaffer said he does it every year.

410
411 Neal Berube said it is good to get these philosophies out because sometimes the numbers change the
412 perception. You may have always intended to pay in the 75th percentile but the numbers won't allow it.
413

414 Council Member Bigler asked if, when the Committee says 75th percentile or 50th percentile, that includes
415 benefits too. Neal Berube said you have to look at how you want to weight that. Some people like to have a
416 richer benefit package because it's not subject to taxation and withholding. The Committee will come up
417 with the numbers and the City Council will have to decide how that pool is divided up.
418

419 Council Member Fawson asked whether we should also include the elected officials and their compensation
420 too. Neal Berube said it becomes a perception thing. It's a little suspicious when the council comes back and
421 says they're underpaid. Neal Berube suggested that the Council talk about it and let the committee know.
422

423 Council Member Fawson said he doesn't think any of the City Council Members have a desire to see any
424 specific outcome except to see that it is done fairly. The issue is the expectation of the residents; he needs to
425 be able to go to them and say that we are doing things right.
426

427 Neal Berube said the expectation is a fair, unbiased decision. He said frankly the problem with being a
428 politician is making the good decisions; no matter how the money is spent you won't get everyone to agree
429 that is right. Council Member Bigler said there is a certain amount of money and you have to set priorities on
430 how you spend it.
431

432 Brett Forsberg asked if there have been any employee surveys done to find out anonymously what the
433 employees want. Annette Spendlove replied no, but said that could be done if the Committee wants it.
434

435 Neal Berube asked Annette Spendlove to explain the legalities of being a Committee. Annette Spendlove
436 said it would be nice if the meetings could be set for a specific day and time. The agenda has to be posted 24
437 hours prior to the meeting. It is posted on the State website and the City's website. We like to get the
438 information out to the Committee Members 5 days before the meeting to allow them time to review it. Some
439 of that information is going to be protected and that will be blacked out but the majority isn't protected. She
440 explained that when any votes require a majority vote, any recommendations will go to the City Council,
441 meetings are taped and minutes are posted to the website. The minutes are approved at each meeting;
442 tonight's minutes will be approved at the next meeting. She said because this is a public body the members
443 should be aware of what they do on their email when talking about this, because they will be using their
444 personal computers and devices can be confiscated in lawsuits in some cases. She suggested that the
445 Committee Members try to do all their business and recommendations in a public meeting.
446

447 Neal Berube asked whether if the members talk on the phone about who will be doing what portions of the
448 work that qualifies as a meeting. Annette Spendlove said no, as long as they're not making decisions outside
449 of a meeting.
450

451 Council Member Bigler asked that an email be set up for this group. Annette Spendlove said we will set up a
452 City email for each member too.
453

454 Council Member Bigler asked that the Committee set a time and day for a meeting.

455 Annette Spendlove asked that they think about the employees also. She explained that this will make seven
456 meetings a month that the employee will be taking minutes.
457

458 Neal Berube talked about a succinct charter with expected timelines and definition and guidelines. He asked
459 that the Committee be given that.

460
461 Thayne Shaffer asked if all the committees meet on Tuesday. Annette Spendlove replied that they don't,
462 some meet on Wednesday. Thayne Shaffer said he has a commitment on Tuesday nights. Brett Forsberg said
463 we should probably have some of both and just try to have a quorum because not everyone will make every
464 meeting. Thayne Shaffer asked if we could meet earlier. Kris Barker said yes. Annette Spendlove said we
465 could do 5:30pm.

466
467 Mayor Harris said if Thursday is a better night we can do that.

468
469 The Committee decided that the next meeting will be held on August 23, 2012 at 6:30pm.

470
471 Delonie Call said the Committee could start right away identifying comparable entities.

472
473 Thayne Shaffer said personal devices may have some confidential info. Mayor Harris said each member will
474 be set up with a city email. Thayne Shaffer said that is fine for passing information but not processing
475 information.

476
477 Annette Spendlove said she will get the emails set up tomorrow and get that information to their personal
478 emails. Council Member Bigler said there will be a group set up as well as the individual email addresses.

479
480 Council Member Bailey said virtually everything they work with will be public information.

481
482 e. Definition of total pay rewards with weighted importance.

483
484 f. Full time vs. part time employment base in identified job classifications.

485
486 g. Job classification elasticity – wide vs. narrow.

487
488 h. Outsourcing philosophy via contracts etc.

489
490 i. Other questions.

491
492 2. **ADJOURNMENT.**

493
494 The meeting adjourned at 8:03pm.

495
496
497
498 Richard G. Harris, Mayor

499
500
501
502 S. Annette Spendlove, MMC
503 City Recorder

504
505
506 Date Approved