



Rochester Hills

Minutes

Human Resources Technical Review Committee

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Thomas McDonald, Nancy Soisson, Pamela M. Gordon
Council Members: Susan M. Bowyer Ph.D., Kevin S. Brown, Stephanie Morita
Youth Members: Hannah Kowalski and Samina Saifee

Monday, July 31, 2017

5:00 PM

1000 Rochester Hills Drive

CALL TO ORDER

Pamela M. Gordon, Director of Human Resources, called the Human Resources Technical Review Committee Meeting to order at 5:05 p.m. Michigan Time.

ROLL CALL

Present 3 - Kevin S. Brown, Stephanie Morita and Susan M. Bowyer
Absent 2 - Thomas McDonald and Nancy Soisson

Others Present:

Staff Members Present:

Pamela M. Gordon, Director of Human Resources - Staff Facilitator
Bryan Barnett, Mayor
Joe Snyder, Chief Financial Officer

Student Members Samina Saifee and Hannah Kowalski were absent.

Citizen Present:

Lee Zendel

Relevant Policies

- City Council Policy for Salaries of Department Directors and Mayor, and Per Diem Fees for City Boards and Commissions
- City Council Attendance/Per Diem Policy
- City Council Policy for Review of Performance for City Council Appointed Department Directors

DISCUSSION TOPICS

I. Compensation Study Recommendations for Department Directors and Mayor

Summary of recommendations from McGrath Human Resources.

II. Mayor and Department Directors

General Adjustment

Exhibits:

- 2017 Director Salaries
- General Wage Adjustments for City Employee Groups
- CPI change for first half of 2017 = 2.2%
- Draft 2018 Salary Schedule - 2% adjustment

Consensus: 2% general adjustment to establish consistency with other employee groups included in new salary schedule authorized for proposed budget by City Council on July 17, 2017.

Equity Adjustment

- Market and internal equity addressed in proposed salary schedule.

Consensus: No equity adjustments; addressed by new compensation study/schedule.

Variable Performance Pay Pool for Department Directors

- Variable Performance Pool History.

Consensus: Maintain \$15,000 budget for 2018 pending development of criteria for Added Value range in new salary schedule.

III. City Council Pay

Council Pay Adjustment History

- President increased by \$500 in 2017.

Consensus: Discussion of various suggested changes to meeting pay and/or base pay to recognize no change in Council member base pay since 2003 and no change in meeting pay since 2005, as well as that current per diem for Boards and Commissions exceeds that for Council members who serve on the same bodies. Agreement to recommend increase in meeting pay from \$60 to \$70 after 32 meetings, with no change to base pay.

IV. Board and Commission Per Diems

Board and Commission Meeting Pay

- Last increased in 2016.

Consensus: No change to compensation for Boards and Commissions.

V. Draft Council Policy Modifications

Council Salary policy to be reviewed in conjunction with review of pending recommendations for salary schedule Added Value criteria in relation to Directors and Mayor.

NEXT MEETING DATE

- None Scheduled.

ADJOURNMENT

There being no further business to discuss, Pamela M. Gordon adjourned the meeting at 6:00 p.m.

*Pamela M. Gordon
Director of Human Resources*