

Tempe Supervisors Association

Representatives Meeting Minutes

10 a.m., May 13, 2014

City Council Chambers – City Hall

1. **Call to Order** - The meeting was called to order at 10:06 a.m. by Keith Burke.

REPS/MEMBERS PRESENT

Keith Burke, President
Wendy Springborn, Vice President
Mary Fowler, Secretary
Andy Acedo, Trustee
Jerry Judkins, Treasurer
Debbie Bair
Ginny Belousek

Kenneth Crossland
Tanja Nummela
Kristen Scharlau
Bruce Smith
Donna Sullivan-Hancock
Shawn Wagner
Tom Wilhite

GUEST

Renie Broderick, HR Manager
Kathryn Baillie, Napier, Coury & Baillie

2. **HR Manager update**

- Renie discussed the reorganization. Lawrence LaVictoire is handling the details related to the reclassifications and new department hiring. Keith asked about what the costs would be for these changes. Renie said that those numbers would be available once everything is finalized.
- Renie indicated that the city has been advised that common law retirees, who are receiving a Healthcare Reimbursement Account (HRA), cannot be employed and use the HRA benefit while they are working. They also cannot go back and seek reimbursement after leaving employ. More information will be made available. In the interim, Renie will answer any questions that employees may have.

3. **Legal Update – organization and representatives’ responsibilities**

- Kathryn Baillie presented information on responsibilities, accountabilities, and related to TSA.
 - If employment-related issues arise between employees, or if an employee has grievances, EEOC complaints, or other issues, the first step is to go through the TSA Board. Avoid contacting Napier, Coury & Baillie legal counsel prior to advising the board. Contacting legal counsel can result in unnecessary fees and might prohibit the parties having control over resolution.
 - If you have issues outside of your employment. You can call Kathryn Baillie's cellphone directly. Such issues include free Wills (even for parents of employees) and discounted services for DUI's for the employee or family members, Powers of Attorney, Living Wills and more.

4. **Approval of March Meeting Minutes**

Mary Fowler moved to approve the March minutes; Wendy Springborn seconded. The motion carried.

5. **Budget Report**

- Jerry Judkins provided an overview of the TSA's financial standing.

6. **New Business**

- The offices of President, Secretary and Treasurer are up for election. Each position had one nomination. Elections will take place over the next few weeks. Positions will begin July 1.

7. **Old Business**

- Keith Burke discussed MOU negotiations. Andrew Ching and Ken Jones indicated that the city has 1.75% for total compensation for the city. TSA negotiated a 1.25% wage increase and is looking to add a trigger. The 1.25% increase would be distributed as follows:
 - Employees with room will receive the full 1.25% step increase.
 - Employees who are topped out will receive 1.25% as a bonus.
 - Employees who are less than 1.25% from topping out will receive a combination of wage increase and bonus to equal the 1.25%
- TSA is looking to ratify the MOU next month if the trigger language can be agreed upon. Increases would be reflected in the first full paycheck for fiscal year 2014-15.

8. **Committee Reports**

- **Diversity**
No report
- **Deferred Compensation**
Tom Wilhite announced that the next meeting is June 5. People should be receiving information about changes in the fund.
- **Wellness & Health committee**
Keith announced that open enrollment began yesterday.

9. **Open Discussion**

- Shawn Wagner asked if TSA has a list of TSA member benefits that can be distributed to help spark membership. The board is working on a membership packet.

10. **Adjourn**

The meeting adjourned at 11:19 a.m. The next meeting is scheduled for 10 a.m. on June 10 in the City Council Chambers.

Minutes submitted by Mary E. Fowler