



Representative Minutes
August 8, 2017, 10 a.m.
City Hall 3rd Floor Conference Room

1. Call to order – Mary Fowler called the meeting to order at 10:04 a.m.

TSA Active Members

Mary Fowler, President
Tanya Chavez, Vice-President
Donna Sullivan-Hancock, Treasurer
Michelle Fedor, Secretary
Bruce Smith, Trustee
Maja Aurora
DeAndro Baker
Mercy Carreras
Tajia Diggs
Catherine Hollow
Lauren Hyre
Bobbi Jones
Richard King
Lamy Levon

Mercedes Payne
Denise Rentschler
Kristen Scharlau
Wendy Springborn
Lisa Elena Vallejo
Shawn Wagner

Non - Members

Kristi Griffin

GUESTS

Andrew Ching, City Manager
Suzanne Olson, Human Resources
Manager

2. Approval of July Minutes

- Tanya moved to approve the minutes; Bruce seconded the motion. The motion carried.

3. HR Updates – Suzanne Olson

- Dental ID cards have been ordered and will be mailed.
- The dependent audit saved the City \$80,000 by un-enrolling ineligible dependents
- Employees are using Direct Path and saving money

4. Committee Reports

- **Diversity** – No report
- **Deferred Compensation** – No report
- **Wellness** – No report
- **Health Committee** – Mary stated the committee met two weeks ago and vendors for the Wellness Program have been narrowed down to four.

5. City Manager Report – Andrew Ching

- Andrew mentioned the City Council meeting on August 17, 2017.
 - Several business licenses are on the agenda.
- There was discussion regarding discipline:
 - Disciplinary actions going straight to suspension
 - Mandatory punishments v. supervisor discretion
 - Formal training on discipline for senior management
 - Refresher training on expectations employees should know but don't

6. Budget Report

- Financial Update - Donna presented account balances.
- We have 82 members and are well within the budget.

7. Labor Management Update

- The board is taking input for MOU negotiations

8. Open Discussion

- Future training for reps and board members
- Recruiting more reps
- Updating by-laws
 - Address merit board no-shows
 - Address non-members attending meetings
- Everyone is reminded to reviews the by-laws and fair representation policy

9. Adjourn

- Meeting adjourned at 11:30 a.m.

The next meeting is scheduled for 10 a.m. on September 12, 2017 in City Hall's 3rd floor Conference Room.

Submitted by: Michelle Fedor

Reviewed by: Mary Fowler

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