



# Representative Minutes

10 a.m., Sept. 13, 2016

City Hall Council Chambers

1. **Call to order** – Jennifer Adams called the meeting to order at 10:07 a.m.

## **PRESENT**

Jennifer Adams, Vice President  
Mary Fowler, Secretary  
Donna Sullivan-Hancock, Trustee  
Maja Aurora  
Lisa Lloyd  
Chris Thompson  
Tom Wilhite

## **GUESTS**

Kathryn Baillie, Napier, Coury &  
Baillie, P.C.  
Renie Broderick, Internal Services  
Director

2. **Approval of August Meeting Minutes** – Mary moved to approve the minutes; Jennifer seconded the motion. The motion carried.

3. **Internal Services Report - Renie Broderick**

- **Employee survey** – Renie is not on the committee, but noted that employees seem happy with their direct supervisors. She indicated that employees seem to be disconnected with senior management. The group discussed strategies for improving this. She indicated that individual department results will be released and that reviews with the Six-Sided Partnership and focus groups will be arranged.
- **Community Development Director** – Renie expects an announcement soon.
- **Health Care Committee** – The committee will meet on Thursday to discuss the following:
  - **Mediflex** – The city's program is in violation of some aspects of the Affordable Health Care Act: retirees and employees cannot share the same program; years of service and amount differences cannot exist; and individuals must be eligible after 90 days of service.
  - **OPEB** – The city has been asked to add an inflationary consideration to the Group Three one-time (\$14,000) and monthly (\$175) amounts and the Group Two Medicare-age benefit (\$350).
  - **Transgender** benefits
  - **CHC Contract** – This expires in June 2017. The group will consider going out to RFP, hiring someone to administer the program internally or implementing some other option.
- **TSA Market Study** – The market study did not get sent to TSA-eligible members – only to TSA members. Therefore, the city will offer TSA-eligible members the opportunity to contest ranges.
- **Council Priorities** – Council has identified five priorities and departments have identified 70 metrics that feed up into those. The council has added some additional

metrics. Renie said that the intent is to use these for strategic planning and decision-making.

#### 4. New Business

- **Members mixer** – Jennifer announced that the next mixer will be from 4 to 7 p.m. on Oct. 20 at Spokes, 1470 E. Southern Ave. Appetizer and drink specials will be available.
- **Council schedule** – Robin will attend the Oct. 11 meeting; Mark is scheduled for Nov. 8. Jennifer encouraged employees to reach out to members to attend.
- **TSA T-Shirts** – TSA will be purchasing T-shirts for all members to wear when the group is “working” an event or attending officially. Keith is asking Andrew if TSA can sponsor a 50-50 raffle at the company picnic for its scholarship program. This would be a place for people to wear their shirts. TSA is able to participate in the city’s Halloween Carnival. Mary asked if anyone was interested in participating to raise money for the scholarship program. Jennifer said that TSA would generate a sign-up list.

#### 5. Old Business

- **City Survey** – Donna and Jennifer indicated that the survey will be discussed at 8:30 a.m. on Sept. 21 with the Six-Sided partnership.

#### 6. Budget Report

- **Financial Update** – Mary shared budget documents from Shawn. TSA’s budget is based on 72 members, and there are currently 76 members.

#### 7. Committee Reports

- **Labor Management** – Keith has requested data on raises and total compensation for each of the employee groups.
- **Diversity** – No report
- **Deferred Compensation** – Tom reported that the group voted to eliminate a non-performing fund. Nationwide will send information on the fund and the fund that has been substituted. He asked if anyone is available to replace him for the financial wellness training. Chris Thompson volunteered. The board was solicited to attend, as well.
- **Wellness** – Donna discussed the additional programs that earn wellness points.
- **Health Committee** – Mary and Keith will attend Thursday’s meeting.

#### 8. Open Discussion – None

Mary moved to adjourn the meeting; Donna seconded. The meeting adjourned at 11:34 p.m.

The next meeting is scheduled for 10 a.m. on Oct. 11 in the City Manage Conference Room, Third Floor, City Hall.

Submitted by: Mary Fowler

Reviewed by: Donna Sullivan-Hancock