



Representative Minutes

10 a.m., June 13, 2017

City Hall 3rd Floor Conference Room

1. **Call to order** – Mary Fowler called the meeting to order at 10:03 a.m. She thanked Jennifer and Shawn for their service. Kathryn provided treats to celebrate their service.

PRESENT

Mary Fowler, President
Jennifer Adams, Vice President
Shawn Wagner, Treasurer
Donna Sullivan-Hancock, Trustee
DeAndro Baker
Mercy Carreras
Tajia Diggs
Michelle Fedor
Cathy Hollow
Lauren Hyre

Kristen Scharlau
Bruce Smith
Tom Wilhite
Lisa elena Vallejo

GUESTS

Kathryn Baillie, Napier, Coury & Baillie, P.C.
Andrew Ching, City Manager
Kristi Griffin, Human Services
Shaun Yunt, Human Services

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

3. City Manager Report (Andrew Ching)

- Andrew indicated that the TOA's MOU ratification should occur on June 29.
- Budget went through pretty easily. The council added a few items, such as the construction of pickleball courts. He discussed changes in philosophy related to supplements. Instead of telling departments not to submit, senior management wants departments to submit. This makes it easier to forecast and gauge needs. The philosophy is to fund as much as the city can afford. There were 102 supplementals submitted for FY18. He explained how Department Directors score the supplementals. Next year, management will explain and discuss the process publically with City Council to ensure clear understanding.
Andrew indicated that he understands that some areas have not received additional funding for programs because they are not ranked as high as others. He assured the group that individual employees should not fear discipline for not meeting goals that are dependent on additional staffing or resources that are not being provided.
- Andrew is considering moving confidential employees into TSA or UAEA, depending on how positions align.
- Andrew has open office hours from 3 to 5 p.m. on Fridays. He is considering moving around the city to make it easier to employees to meet.

4. New Business

- Mary will send out information on how to apply to fill the Interim Secretary and Trustee positions. The term for both positions will be effective through June 30, 2018.

5. Budget Report

- Shawn reported that TSA has 82 members and financials are well within the budget.

6. Committee Reports

- **Labor Management** – Mary reminded members that TSA will be opening the MOU for negotiations related to wages and benefits next spring. Bruce asked what benefits were requested but denied. These were: indemnification language, changes to Group 2 and Group 3 health insurance, health premium payments for dependents in the event of an employee's death, additional Winter Holiday Leave hours, applying tuition reimbursement to certifications and other training, and using sick time to cover shortages in short-term disability payments.
- **Diversity** – No report
- **Deferred Compensation** – Tom indicated that a new consultant is helping the city determine the best value for the funds the committee chooses. In coming months, the committee will examine, more closely, the investment policy to ensure the proper mix. The committee wants to align the 401K, 457 and HRA accounts so that fund offerings are consistent.
- **Wellness** – Shaun asked if we could push for the use of city facilities for staff.
- **Health Committee** – Donna reminded people to review changes in the city's vision policy.

7. Open Discussion –

- TSA will be revising its By-Laws. Mary asked members to forward any ideas to board members. Members will be able to review changes before implementation.

8. Adjourn – The meeting adjourned at 11:03 a.m.

The next meeting is the scheduled for 10 a.m. on July 11 in the third floor City Manager's Conference Room.

Submitted by: Mary Fowler

Reviewed by: Donna Sullivan-Hancock

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