



Representative Minutes
June 11, 2019 10 a.m.
City Hall 3rd Floor Conference Room

TSA Active Members

Mary Fowler, President
Donna Sullivan, Vice-President
Michelle Fedor, Secretary
Cathy Hollow, Trustee
Mercy Carreras
Tony Miano

Tarja Nummela
Laura Somershoe
Wendy Springborn

1. **Call to order** – Mary Fowler called the meeting to order at 10:01 a.m.
2. **Approval of the April meeting minutes**
Michelle moved to approve the minutes; Donna seconded the motion. The motion carried 4 to 0.
Ayes: Mary, Bruce, Michelle and Cathy
Nays: None
Cathy arrived after the vote
3. **Andrew Ching – City Manager**
 - Updates:
 - Discussing joint solutions for homelessness with other city managers, the county and MAG
 - June 27 – bringing forward a joint resolution for planning and funding
 - June 20 – Work Study Session to address high volume water users
 - Find solutions for an urban canopy that are not cost prohibitive
 - Incentivize conservations but reduce costs for those with lots of plants
 - Discussion:
 - Support for TSA from management regarding discipline
 - Supervisors do not feel supported when administering discipline
 - Some supervisors don't know how to administer a PIP or set expectations
 - Promoting employees within the organization
 - Offer a management track. Help with soft skills and interviews
 - Improve onboarding for new and promoted employees
 - Find ways to support employees at all levels
 - How can we get support when working with employees?
 - Employees go directly to HR or Safe Haven
 - How do we get it back down to the local level to solve?
 - Employees by-passing the chain and process should not be the norm.
 - What can we do to address blatantly false accusations?
 - After Virginia Beach the city is looking at rolling out more safety and creating a culture of safety

4. Vice Presidential Election

- Ballot is out there but members are blocking Survey Monkey through Mimecast
- Trying to get the word out that paper ballots are available if needed
- IT refreshed the firewall

5. Committee Reports

- Diversity – No report
- Deferred Compensation
 - Committee reviewed funds for the 457 Deferred Compensation, 401(k), and HRA plans based on First Quarter 2019 performance report. Committee voted to replace one fund in the International Growth asset class that had been on the Watch list. This committee action was in accordance with Investment Policy criteria. Nationwide will be informing those affected by the fund change.
 - Committee had a short discussion on options allowed in the Self-Directed Brokerage Accounts (SDBA). A PowerPoint presentation will be made to the committee on SDBAs and best practices for allowable options at the next quarterly meeting
 - The current Quarterly fund performance report has breakouts for Fire, Police and General Employees. Tom requested for the next quarterly report to include breakouts for the remaining Six-Sided partnership members.
 - The committee has been working on a charter for the committee. We are close to finishing it. We are waiting for feedback from Risk Management on the insurance policy coverage for committee members. The members have coverage now. The limits/coverages are being reviewed to see if they need to be modified.
- Wellness
 - New trackers available in July
 - Gift cards won't just be for Amazon. It will have more options
 - New Wellness points start May 1
- Health Committee – no report
- Six-sided Partnership – no report
- Labor Management
 - MOU approved and signed
 - Increases should be on July 12 check

6. Member Announcements/Future Agenda Items

- Mercy won lunch with Andrew

7. Adjourn

Meeting adjourned at 11:00 a.m.

The next meeting is scheduled for 10:00 a.m. on July 9, 2019, in the City Manager's conference room on the 3rd floor of City Hall.

Submitted by:
Michelle Fedor

Reviewed by:
Mary Fowler

