

Personnel Policy Committee

Date August 25, 2010 **Time Called to Order:** 12:15 p.m.

Committee Member		Present	Absent	Staff:		Present	Absent
Machell DePina	City of Keizer	X		Machell DePina	Human Resources	X	
Lore Christopher	Mayor	X		Cathy Meeks	Human Resources	X	
Richard Walsh	Councilor	X					
David McKane	Councilor	X					

Agenda Item				Action Taken
Approval of Minutes		X		Approved
Review of Cover Memo	X	X	X	Machell reviewed the cover memo – Some discussion on the following items as the group moved through the memo: <u>Class & Comp</u> - Lieutenants – Lore & David recommended shift from City's plan to freeze between steps to placement on step, seeing the promotion as being separate from the requirements of a comp freeze. HR Admin – group recommendation WOC through end of fiscal year. Volunteer & Events – PPC recommends combine and move forward. <u>Employee Benefits</u> – HR will send out memo on retirement classes. Machell will attend the State's PEBB Changes meeting. <u>Labor Relations</u> – PPC requested KPA Travel Policy Grievance be added to the "Next Time Around" document. <u>Resignations</u> – Machell to provide one page doc to Council on savings from resignations & check into DPSST reimbursement options. <u>Health & Wellness</u> – No comments. <u>HRIS & Intranet</u> – Anticipate new City website vendor as part of long range plan. <u>Personnel Policies</u> – On website, still working on matrix and travel packet. <u>Recruitment & Selection</u> – Newly formalized Vets Preference process. <u>Risk Mgmt.</u> – Updated Internal Emergency Ops Plan, still needs Community Center instructions to renters. <u>Safety Committee</u> – New Safety Chair, Tammie Harms. <u>Workers' Comp</u> – 2 claims. <u>Misc</u> – City Events and Award.

Other Business

Lore shared PEBB discussions regarding potential initiation of fat and smoking taxes, utilizing physicians to determine those who qualify, 2018 Excise Tax for "rich" health plans who will have to pay 40% above "average" plans – 8 years to address our own plans and State of Oregon richest in US due to 100% for medical, dental, vision and prescription & high state obesity stats.

City Manager's Severance/PPC requested legal clarification of certain contract provisions before making recommendation to Council members on City Manager's request to increase severance.

Archive Note: Cover Memo attached to Minutes, PPC Notebook available to view upon request to Human Resources Director.

Next Meeting: November 17, 2010 Adjourn: 2:05 p.m. Minutes Approved: _____