

**COMPENSATION POLICIES TASK FORCE
MINUTES**

Ed McCombs, Chairperson

Bart Bleuel, Co-Deputy Chairperson, Randolph Hinton, Co-Deputy Chairperson

Vern Alstot	Ramon De La Rosa	Jim Monahan
Neal Andrews	Quinn Fenwick	John Snowling
Eric Burton	Sylvia Lopez	Ed Summers
Ben Davis	Frank Maxim	

SEPTEMBER 14, 2009

The Compensation Policies Task Force met in regular session at the Police/Fire Headquarters' Training Room, 1425 Dowell Drive, Ventura, at 4:08 p.m.

ROLL CALL

Present: Vern Alstot, Neal Andrews, Eric Burton, Ben Davis, Ramon De La Rosa, Quinn Fenwick, Randolph Hinton, Sylvia Lopez, Frank Maxim, Ed McCombs, Jim Monahan, John Snowling, Ed Summers, Ray Vance

Absent: Bart Bleuel

Chairperson McCombs called the meeting to order.

WELCOME AND OPENING COMMENTS

Chairperson McCombs stated:

Compensation Policies Task Force is governed by the Brown Act;
Speaker forms are to be submitted to the Chairperson at the start of the meeting;
Public Communications section of the meeting is for items that are not on the agenda.

PUBLIC COMMUNICATIONS

None.

TASK FORCE BUSINESS

1. Minutes

Recommendation: Approve Minutes of Task Force meeting of September 8, 2009.

Action:

Member/Councilmember Andrews moved to approve the minutes as presented. Chairperson McCombs seconded. Motion carried.

2. Set Meeting Ground Rules

Discussion: Committee Members discussed the following topics:

- a. Items from meeting of September 8, 2009;
- b. Task Force deadlines and due dates;
- c. Addition of Task Force member from unrepresented City staff;
- d. City Council Agenda item deadlines; and
- e. Task Force minutes and documentation.

6. Discuss Next Meeting Topics – Next Meeting Tentatively Scheduled for September 22, 2009 *(This item taken out of sequence)*

Recommendation: Next meeting to be held September 22, 2009. Location to be determined. CalPERS Representative will attend. Meeting will focus on retirement.

3. Discuss How Council Policy is Implemented Regarding Setting Salaries *(This item taken out of sequence)*

Principal HR Analyst, Debbie Walker presented information regarding City Council Compensation Guidelines.

Chief Financial Officer, Jay Panzica presented information regarding compensation and budget forecasting.

Discussion: Committee Members discussed the following topics:

- a. Local cost of living;
- b. Employment of Fire staff candidates;
- c. Retiree medical insurance
- d. Social Security;
- e. City of Port Hueneme;
- f. Use of market comparison to other government units;
- g. Employee turnover;
- h. Bureau of Labor Statistics;
- i. Consumer Price Index;
- j. City's applicant pool; and
- k. Qualified applicants.

Documents:

- a. Council Compensation Guidelines; and
- b. Labor Market Surveys.

4. Discuss what Concessions were made by Employees for the 5% Salary Reduction *(This item taken out of sequence)*

Chief Financial Officer, Jay Panzica presented information regarding pay reductions for FY 2009-10.

Principal HR Analyst, Cheryl Walpole presented information regarding early retirement incentives and a summary of agreements reached with City employees with respect to FY 2009-10 pay reductions.

Documents:

- a. Summary of pay reductions, April 2009 - June 30, 2010.

5. Discuss what Other Cities are Doing to Address the Downturn *(This item taken out of sequence)*

Principal HR Analyst, Cheryl Walpole reviewed comparisons of compensation reductions and other cost saving practices employed by other public entities.

Documents:

- a. Local Public Entity Comparisons dated 9/14/09;
- b. May 26, 2009, California Public Employer Labor Relations Association Bulletin;
- c. CALPELRA;
- d. Labor Market Surveys;
- e. Segal nationwide on-line survey conducted from February through May 2009.

TASK FORCE COMMUNICATIONS

It is expected that the September 22, 2009, meeting will not be the final meeting of the Task Force.

It was noted that the September 22, 2009, meeting agenda must be posted by September 18, 2009, to comply with the Brown Act rules.

ADJOURNMENT

The meeting was adjourned at 5:55 p.m.

Joann Froemmling, Secretary