

**AGENDA FOR A PERSONNEL COMMITTEE
MEETING FOR WEDNESDAY, AUGUST 6, 2014, 5:30 PM
EXECUTIVE CONFERENCE ROOM, SECOND FLOOR
MUNICIPAL BUILDING**

(Councilmen Reed, Wilcox, Reynolds, and Rockhold)

- I. CALL TO ORDER – Councilwoman Sharon Lynch, Chairman
- II. ROLL CALL
- III. MINUTES – meeting held July 8, 2014
- IV. NEW BUSINESS
 1. Discussion and/or action on a pay plan proposal. (to be distributed in final form as soon as possible prior to meeting)
- V. ADJOURNMENT

The Personnel Committee of City Council met Tuesday, July 8, 2014 at 6:30 PM in the executive conference room on the second floor of the Municipal Building at One Government Square, Parkersburg, WV 26101.

The meeting was called to order by its Chairman, Councilwoman Sharon Lynch, who presided over the meeting. The clerk noted the attendance and those present included Councilmen Jim Reed, Nancy Wilcox, John Rockhold, and Sharon Lynch. Councilman Mike Reynolds was absent.

Others attending included Mayor Newell, Rickie Yeager, Kim Coram, JR Carpenter, Roger Brown, Ashley Flowers, Chief Martin, Chief Taylor, Pam Salvage and John Kelly.

MINUTES – Mr. Reed moved, seconded by Ms. Wilcox, to approve the minutes from the meeting held June 10, 2014, and the motion was adopted by unanimous vote.

NATIONWIDE DEFERRED COMPENSATION PLAN – Personnel Director, Pam Salvage, had previously distributed detailed information to the committee concerning this plan. The City has two deferred comp plans, and the other plan allows for a loan program to the employee from funds the employee has deferred. The City is asking for this provision with our Nationwide Program.

MOTION – Mr. Reed moved, seconded by Ms. Wilcox, to forward this request to Council with the committee's approval, and the motion was adopted by unanimous vote.

RE-CLASSIFICATION – Ms. Salvage told the committee an employee in the Police Department had been overlooked in 2013 with some other reclassifications, and asked that the tele-communicator (our head dispatcher) be elevated from an H-6 position to H-8. He handles responsibilities that are in line with other supervisors.

MOTION – Mr. Reed moved, seconded by Ms. Wilcox, to forward this request to Council with the committee's approval and the motion was adopted by unanimous vote.

CITY'S RETIREMENT PLAN – Ms. Salvage explained that there were some clean-up items to be put in our retirement section of our personnel plan. Rates have changed at the state level such as the civilian employees paying 11% and the City pays 14%; and civil service employees were paying 7% but after 2010 they have been paying 9 ½%.

MOTION – Mr. Rockhold moved, seconded by Mr. Reed, to forward this request on to City Council for the July 22nd Council meeting with the committee's approval, and the motion was adopted by unanimous vote.

The meeting adjourned at 6:40 PM.

Respectfully submitted,
Connie Shaffer
Connie Shaffer, City Clerk

cs