

AGENDA

Meeting of the Personnel Committee of the Capital Area Regional Planning Commission

December 10, 2009 City-County Building Rm 315, 210 Martin Luther King Jr. Blvd., Madison WI 6:15 p.m.

All CARPC Commissioners may attend this meeting, and a quorum of the full CARPC may be present. It is intended that actions at this meeting will be voted on by only those Personnel Committee members present.

1. Roll Call
2. Approval of minutes of the meeting of September 3, 2009
3. Discussion and possible recommendation to CARPC on recommendation of an executive recruitment firm to the CARPC Budget & Personnel Panel
4. Adjournment

<p>If you need a sign language interpreter, materials in alternate formats, or other accommodations to access this meeting, please contact CARPC staff at 266-4137, or TDD 266-4529, at least 72 hours in advance of the meeting.</p>

MINUTES

Meeting of the Personnel Committee of the Capital Area Regional Planning Commission

September 3, 2009

City-County Building Rm 310, 210 MLK Jr. Blvd., Madison WI

5:00 p.m.

Present: Martha Gibson, John Murray, Larry Palm, Kurt Sonnentag

Absent: Harold Krantz

Others Present: Chris Gjestson, Kamran Mesbah, Katie McCloskey (enetrix LLC)

1. Roll Call

Mr. Murray took the chair. The meeting was called to order at 5:05 p.m.; roll was recorded.

2. Approval of minutes of the meeting of July 14, 2009

Moved by Ms. Gibson, seconded by Mr. Sonnentag, to approve the minutes of the meeting of July 14, 2009. Motion carried unanimously.

3. Presentation by enetrix LLC on results of the CARPC salary study

Ms. McCloskey described to Committee members a draft 2009 salary schedule (e-mailed August 28) which was based on the results of the salary study and feedback from Committee members. She stated that the Committee should make a policy recommendation to CARPC on its pay structure and how it should compare to the market.

4. Discussion and possible recommendation to CARPC on changes to the salary schedule

Mr. Gjestson distributed a salary schedule comparison, dated September 3, 2009, which indicated that the Dane County salary schedule provided higher median and final pay than the draft schedule. Ms. Gibson stated that because CARPC and Dane County may compete for similar personnel, CARPC pay should not be substantially lower than Dane County for comparable positions; Mr. Sonnentag agreed. He suggested that the CARPC pay structure should provide pay increases in smaller and more consistent increments, similar to that of the draft schedule. Mr. Murray agreed that CARPC pay should be competitive with the public marketplace (Dane County, DNR, etc.) but it should not engage in a "numbers race" with Dane County, and should not be excessive; Mr. Palm agreed. Discussion continued.

Members agreed to direct staff to provide a draft salary schedule which provides pay increases smaller and more consistently over time than the current schedule (similar to the study schedule), but with rates similar to but just under those of Dane County. The Committee will review the draft and consider a recommendation to CARPC.

5. Consideration of interviews of recruitment firms and discussion of possible interview dates

Unanimously deferred to next meeting.

6. Adjournment

Motion by Mr. Sonnentag, second by Ms. Gibson, to adjourn; motion carried at 6:15 p.m.

Recorded by Chris Gjestson