

JOINT POWERS BOARD COMMITTEE

June 17th, 2016, 10:00 a.m.
Go To Meeting – Conference Call
Workforce Development, Inc.
Rochester, Minnesota

MINUTES

Purpose: Special meeting to vote on Personnel and Wellness Committees 2016 Benefits Recommendations

Attendees Present on the Conference Call: Tim Gabrielson (Vice Chair), Randy Johnson (Executive Director), Ken Brown, Dave Erickson, Cheryl Key, Mitch Lentz, Jason Majerus, Teresa Walter, Wanda Jensen, Mike Postma, Jill Miller (Note Taker)

A quorum was present and Tim Gabrielson called the meeting to order. A roll call was made to confirm those who were on the conference call.

Personnel Committee Report – Randy Johnson/Mike Postma

Randy Johnson reports that the Personnel Committee met in May and then again in June to hear the Employee Benefits and Wellness Committees proposals. Randy Johnson stated that both the Management Committee and the full Workforce Development Board (WDB) voted to approve the following employee benefits requests, in addition to the Wellness Committee request.

Wellness Committee

- \$7,270 for personal health assessments & incentives, program supplies, and a Wellness Council of America (WELCOA) membership.

Teresa Walter moved to approve the 2016 Wellness Package, Cheryl Key seconded, and the motion was approved.

Personnel Committee

- \$108,000 for 3% wage increase pool
- \$20,000 for merit incentive pool
- Increase in dental insurance cap from \$1,500 to \$2,500
- Increase 403(b) match to 6% dollar to dollar - from 5%
- Require All-Staff financial literacy seminar regarding retirement plans

Ken Brown moved to approve the 2016 WDI Benefits Package, Teresa Walter seconded, and the motion was approved.

Randy mentioned that a student loan repayment request was not approved. The Committee will still keep an ongoing conversation on the student loan repayment benefit, but they felt that WDI does not have all the guidelines and answers for the benefit to be finalized.

Ken Brown mentioned that at the Joint Powers Board (JPB) meeting on June 9th, Randy Johnson noted that he uses the guideline of under 50% as being a good percentage of total salaries used as a percentage of total revenue. Ken stated that WDI's total is 42-45%. Ken believes it is significant to note that this percentage is very good.

Dave Erickson moved to adjourn the meeting, Mitch Lentz seconded, and the motion was approved. The meeting was adjourned by Tim Gabrielson.

Respectfully submitted,
Jill Miller
Workforce Development, Inc.