

**Minutes of the
REGULAR MEETING OF THE MANAGEMENT COMMITTEE**

Wednesday, February 13, 2013

Committee Members Present: Steven Chávez, Vice Chair; Gary Cunningham, Adam Duininck, Richard Kramer, Harry Melander

Committee Members Absent: Gary Van Eyll

Committee Members Excused: James Brimeyer, Chair

CALL TO ORDER

A quorum being present, Committee Vice Chair Chávez called the regular meeting of the Council's Management Committee to order at 3:02 p.m. on Wednesday, February 13, 2013.

APPROVAL OF AGENDA AND MINUTES

It was moved by Kramer, seconded by Duininck to approve the agenda. **Motion carried.**

It was moved by Cunningham, seconded by Kramer to approve the minutes of the January 23, 2013 regular meeting of the Management Committee. **Motion carried.**

BUSINESS

2013-32: Approval of Non-Represented Plan Effective January 1, 2013

It was moved by Cunningham, seconded by Kramer, that the Management Committee approve revisions to the Non-Represented Plan effective January 1, 2013, incorporating the revisions summarized below.

Summary of Revisions

Section 2: Definitions (p. 2)

- Add definition of "regular" employee
- Add definition of retiree

Section 3: Hours of Work (p. 3)

- 3.3: Clarifies that managers and supervisors are excluded from on call pay

Section 6: Income Protection (p.10)

- 6.2.1: Converts workdays to work hours
- 6.2.5: Clarifies part-time return to work following a non-work related illness/injury covered under salary continuance
- 6.2.6: Clarifies use of frozen supplemental sick hours
- 6.2.7: Clarifies use of salary continuance for recurrence of non-work related illness or injury to match intent of salary continuance -- a bridge from short-term to long-term disability rather than a leave supplement for chronic illness.

Section 10: Salary Administration (p.17)

- 10.2: Clarifies salary rates and limits now that the new compensation system has been implemented
- 10.2.1: Clarifies step movement now that the new compensation system has been implemented
- 10.3: Clarifies performance-based salary increases now that the new compensation system has been implemented
- 10.4: Clarifies step movement and performance increases for probationary employees

- 10.10: Clarifies eligibility for retiree Transit pass

Section 12: Insurance (p.21)

- 12.3: Increases basic term life and accidental death and dismemberment coverage for two times annual base salary up to \$350,000 (\$200,000 currently). This increase will not impact rates paid by employees but would increase volume to an annual additional total cost to the Council of \$4,176.
- 12.4: Increases the monthly benefit maximum from \$5,000 to \$7,500 for long-term disability salary replacement. This increase will not impact rates paid by employees but would increase volume for an annual additional total cost to the Council of \$1,711.

Section 14: Unclassified Service (p. 24)

- 14.2 – 14.4: Reflects that in addition to the General Counsel, the Regional Administrator is appointed by the Council and also can be removed only by the Council -- has always been true, but not recorded in the Non-Rep plan

Appendix A: Unclassified Positions (p. 27)

- Updates positions – removes outdated and adds new titles

Appendix B: Non Represented Job Classifications and Salary Grades (p. 28)

- Updates positions – removes outdated and adds new titles

Appendix C: Non Represented Salary Grades (p. 33)

- Updates salaries for Grades A – M to reflect 2% increase and to de-activate Step One
- Updates executive salary grades to reflect 5% range adjustment – grid wasn't adjusted in 2012 when new compensation system was implemented.

Motion carried.

2013-55 Authorization to Award Contract for Assessment, Coaching, and 360 Degree Feedback

It was moved by Duinick, seconded by Cunningham, that the Metropolitan Council authorize the Regional Administrator to execute a contract with PDI Ninth House to provide Assessment, Coaching, and 360 Degree Feedback for a term of three (3) years not to exceed a cost of \$561,000.

Motion carried.

INFORMATION

4th Quarter 2012 Investment Review Committee Report

Allen Hoppe, Manager of Treasury and Mercy Ndungu, Treasury Financial Analyst, presented the Investment Review report, stating that during the fourth quarter and for the 12 month period that ended December 31, 2012 the Council's short-term and long-term portfolio's performed favorably as compared to benchmarks.

A question was raised regarding whether the Council's diesel fuel hedging program would benefit from or might have opportunity to partner with a larger consortium. Staff will investigate and report back to the committee as part of a future quarterly investment review report.

ADJOURNMENT

Business completed, the meeting adjourned at 3:35 p.m.

Pat Curtiss
Recording Secretary