

Personnel committee

June 18, 2024

In attendance: Diana Crosswhite, chair, Tina Stelling, Sally Conway, Donna Gilles

Absent: Gavriel Legynd, Bolor Amarsanaa, Tom Walk

Diana called the meeting to order at 12:00

The Committee discussed the plans for implementing the salary survey that was completed in January 2024. The committee noted that the study calls for all salaries to be increased, with increases ranging from 7% to 14%, and discussed the implications for the overall agency budget of such increases.

The committee recommends that the dLCV adopt a two-year phase in of the new salary scale. dLCV should propose a budget that will allow for all staff to be in the appropriate placement within the salary range each year.

The annual budget will need to include sufficient funds each year for base salary increases ranging from 4-7%, in addition to regular increases for the additional year of experience (1.5-2%) and for merit increases. Total budget increase in salary line item needed could be \$180,000 – 200,000.

In addition, the salary study suggested the creation of “grades,” but the committee noted that most grades would have only one or two positions. Given the size of the agency and the confusion that would be likely from “grades,” the committee advised against it.

The committee then discussed options for health care plans. Typically, our broker provides dLCV with options in November and the agency must act on the options quickly. Based on a review of the options that were available last November, the agency could see some saving by choosing a different plan, while still holding the costs to employees the same. The committee debated whether the cost saving should be at a certain level before a change is made, but could not reach agreement on that.

The committee recommends that dLCV should offer health insurance benefits with a higher deductible amount and matching HRA (healthcare reimbursement account) if the savings to the agency will be greater than the implementation costs, after review by selected members of the Board.

Colleen gave the committee an update on union activities.

Next meeting will be on Tuesday, July 16<sup>th</sup>. Colleen will present some possible severance pay or incentive packages in the event that layoffs become necessary.

The meeting adjourned at 12:52