HUMAN RESOURCE COMMITTEE MEETING

AGENDA

DATE: Dec 3, 2020

TIME: 4:15 pm

PLACE: City Hall

1. Requests of Citizens
2. Committee Member Comments
3. Distribute draft Cost of Living (“COLA”) Increases policy/procedure for NON-UNION City Directors and Administrative Heads
   1. Send revisions to Linda
4. Review/revise form for documenting Wage Increase requests/recommendations
5. Distribute draft Wage Matrix from 2017; Discuss base wages for FY 21-22.
6. Next Meeting: Jan 2021- date?
   1. Elect HR Committee chair
   2. Continue: COL policy/procedure & Wage Matrix development
   3. Request HR align and standardize 2014 Non-Union Position Appraisals policy & form with 2017 Position Description format (Resolution 4071) – ready by April 1, 2021
7. Adjournment

Public comment on any public matter that is not on the agenda of this meeting can be presented under “Request of Citizens” provided it is within the jurisdiction of the City to address. Public comment will be entered into the minutes of this meeting. The City Council cannot take any action on a matter unless notice of the matter has been made on an agenda and an opportunity for publiccomment has been allowed on the matter. Public matter does not include contested cases and other adjudicative proceedings**.**