

**MINUTES
GWCCA PERSONNEL COMMITTEE MEETING**

May 8, 2012

9:00 a.m.

GWCC Sales & Event Services Board Room

Committee Members Present:

Jeff Anderson
Glenn Hicks, Chair
Tim Lowe
Dee Yancey (*by phone*)

GWCCA Staff Present:

Kevin Duvall
Frank Poe
Sherrie Spinks

Committee Members Absent:

David Allman
Bill Hamrick, Legislative Advisor
Lee Hunter

Guests:

Pargen Robertson, Legal Counsel

Chair Hicks called the GWCCA Personnel Committee meeting to order at 9:05 a.m.

Chair Hicks asked for a motion to approve the March 27, 2012 meeting minutes.

A motion to approve the March 27, 2012 GWCCA Employee Compensation Committee meeting minutes as presented was made by Jeff Anderson, seconded by Dee Yancey and unanimously approved.

Today's meeting is a follow-up to the March 27 committee meeting to answer committee questions related to the Salary Survey and Deferred Compensation Plan.

Compensation Study

Salary survey showed that the State and Authority standard is to set entry level minimum salaries at 75% of the average market rate. At the last meeting, staff recommended adjusting minimum salaries for positions which fall below 75% of the market. Staff noted it would impact 15% of the budgeted workforce or 67 employees/36 positions. Cost to cure for filled positions would equal \$179,304 and for vacant positions would equal \$40,903 for a total of \$220,207 annually. The average percentage of turnover by department over the past two years was presented. It shows that Public Safety (due to income) and Sales Department (due career opportunities and/or income) have the highest turnover.

Deferred Compensation Plan

The Committee previously requested additional information for adjusting participating positions and cost implications. The current plan has five management levels of award, which includes thirty three authorized positions. A comparison of GWCCA actual salaries versus average market salaries and the cost variance was presented. Should the plan be discontinued, the proposed adjusted FY15 salary for each position was also presented. There is no salary survey data for the executive director, chief operating officer, and chief financial officer positions to use as a comparison. The Authority is working to gather salary data for these three positions from other facilities having multi-use facilities.

Staff presented a budget impact comparison showing budget expense should the plan continue as it stands and budget savings should the plan be 1) discontinued in its entirety; 2) discontinued except for executive director, chief operating officer, and chief financial officer positions; and 3) discontinued except for executive director, chief operating officer, chief financial officer, and three general manager positions for FY12, FY13, FY14, and FY15. Staff reviewed the historical net income figures in order to get an idea of what the future might look like should the plan continue.

Of the four options presented above, staff recommends phasing out the Deferred Compensation Plan with 1) immediate phase out of all participants in FY12; 2) award of a 10% salary increase to all participants on July 1, 2012; and 3) pay out of accrued deferred compensation awards over the next two years. FY12 budget will realize an immediate savings of \$543,041 and FY13 and beyond budgets will realize a \$335,508 salary savings.

In summary, staff recommends the committee accept the performance management and pay review recommendation to adjust the minimum salaries and approve the change in salary range; and full phase out of Deferred Compensation Plan in FY12. Full Board action will be required at the June 2012 Board of Governors meeting.

A motion to recommend, to the full Board at the June 2012 Board of Governors meeting, acceptance of the performance management and pay review recommendation to adjust minimum salaries and approve the change in salary range; and full phase out of the Deferred Compensation Plan in FY12 was made by Jeff Anderson, seconded by Dee Yancey, and unanimously approved.

There being no further business to discuss, the meeting adjourned at 9:35 a.m.

Respectfully submitted:

Approved:

Dale Aiken, Assistant Secretary

Glenn Hicks, Chair