ORANGE WATER AND SEWER AUTHORITY

A public, non-profit agency providing water, sewer and reclaimed water services to the Carrboro-Chapel Hill community.

Meeting Summary
Human Resources Committee Meeting
Monday, December 17, 2012 • 3:00 – 5:00 PM
OWASA Boardroom

Board Committee:	Gordon Merklein, Chair; Michael Hughes (arrived at 4:00 PM); John Young (left at 4:45 PM); and Alan Rimer, Ex Officio (left at 4:30 PM)
Other Board Members:	Terri Buckner; Will Raymond (left at 4:00 PM); and Amy Witsil
Staff:	Ed Kerwin, Stephanie Glasgow, John Greene, Dan Przybyl and Stephen Winters
OWASA Consultant:	Ruth Ann Eledge (CEO and Senior Consultant) and Joyce Powell (Senior Compensation Consultant) of The Waters Consulting Group, Inc.
Public:	Fred Battle, Mac Clarke and Braxton Foushee

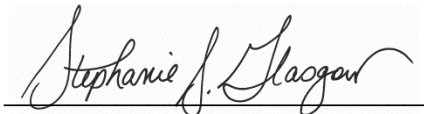
Gordon Merklein said the purpose of the meeting was to address questions raised by Board members on the recommendations of the Employee Classification and Compensation Study and to see if the Committee has any new recommendations for the Board's consideration.

Stephanie Glasgow introduced Ruth Ann Eledge (CEO and Senior Consultant) and Joyce Powell (Senior Compensation Consultant) for The Waters Consulting Group, Inc. (WCG). Ms. Eledge made a presentation and answered questions regarding the methodology and data used to develop the recommended classification and compensation for OWASA employees.

After considerable discussion, the Committee agreed that the recommendations of the Employee Classification and Compensation Study that were presented to the OWASA Board of Directors on November 8, 2012 be returned to the full Board of Directors for discussion and possible approval at the January 10, 2013 Board meeting. The Committee also agreed that staff will also present an alternative pay structure for proposed grades 623, 624 and 625 (midpoint is reduced).

Stephanie Glasgow said that as a result of gathering additional information from employees, staff will recommend a slightly higher classification for the Laboratory Analyst and Operations Engineer positions. A formal classification appeals process will be available to all employees once the new Schedule of Employee Classification and Authorized Compensation has been approved by the Board. Any subsequent changes to employee classification recommended by the Executive Director must be approved by the OWASA Board.

Prepared by:



Stephanie S. Glasgow, MESH, PHR
Human Resources and Safety Manager