Meeting Summary
Human Resource Committee Meeting
Thursday, February 6, 2014, 6:00 p.m. – 7:30 p.m.
OWASA Boardroom

Board Committee:	Will Raymond, Michael Hughes, Dana Raborn, John Young
Other Board Members:	Amy Witsil
Staff:	Ed Kerwin, Stephanie Glasgow, Stephen Winters, Todd Taylor
Public:	None

1) **Detailed Scope of Work as recommended by the Human Resource (HR) Committee Chair**

The Committee reviewed and agreed with the proposed scope of work for the Committee through June 2014 with the exception of a possible meeting with employees. The full Board will be polled for availability regarding the schedule of upcoming meetings through June 2014. It is anticipated that the next meeting will be March 12, 2014 with the topic "to be determined" by the Committee Chair.

The Committee requested a copy of the draft employee survey questions regarding the Performance Evaluation and Compensation System. Stephanie Glasgow will e-mail Committee members requesting feedback within a couple days. A Committee member requested a copy of the current Grievance Procedures.

2) **Minority Outreach Efforts**

Information was provided to and reviewed by the Committee. The HR Committee Chair suggested that such a review be conducted annually.

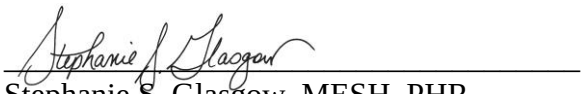
3) **Health and Dental Insurance Evaluation**

The Committee agreed to table discussions regarding bidding the Health and Dental Insurance. Interest was expressed in using a consulting firm to assist with negotiations with Blue Cross and Blue Shield of North Carolina for the upcoming renewal year.

4) **Life Insurance, Dependent Life, Long Term Disability and Accidental Death and Dismemberment**

Information was provided and reviewed by the Committee regarding the current contract. No additional action at this time.

Prepared by:



Stephanie S. Glasgow, MESH, PHR
Director of Human Resources and Safety