

Minutes
Joint Pay & Benefits Committee Meeting
March 18, 2024

The Joint Pay & Benefits Committee met on Monday, March 18, 2024, at 3:00 p.m. in the GUC Board Room, located at 401 S. Greene Street, Greenville, North Carolina.

Committee Members Present

Commissioner Peter Geiger, Greenville Utilities Commission (via phone)
Commissioner Lindsey Griffin, Greenville Utilities Commission
Council Member Portia Willis, City of Greenville
Council Member Marion Blackburn, City of Greenville

Committee Members Absent

None

Others in Attendance

Commissioner Dillon Godley
Commissioner Mark Garner

Staff Present

Tony Cannon, General Manager/Chief Executive Officer, Greenville Utilities Commission
Michael Cowin, City Manager, City of Greenville
Phil Dixon, General Counsel, Greenville Utilities Commission
Leah Futrell, Director of Human Resources, City of Greenville
Steven Brewington, Human Resources Manager, City of Greenville
Ken Graves, Deputy City Manager, City of Greenville
Steve Hawley, Public Information Officer/Communications Manager, Greenville Utilities Commission
Amy Wade, Executive Assistant to the General Manager/CEO, Greenville Utilities Commission
Paige Wallace, Staff Support Specialist I, Greenville Utilities Commission
Chris Padgett, Assistant General Manager/Chief Administrative Officer, Greenville Utilities Commission
Valerie Shiuwegar, City Clerk, City of Greenville
Richie Shreves, Director of Human Resources, Greenville Utilities Commission
Lena Previll, HR Manager, Greenville Utilities Commission
Leah Herring, HR Business Partner, Greenville Utilities Commission
Cortney Bazemore, HR Business Partner, Greenville Utilities Commission
Juanita Sims, HR Business Partner, Greenville Utilities Commission
Dene' Alexander, Assistant City Manager, City of Greenville
Danaille Petro, Assistant City Clerk, City of Greenville

I. Call to Order

City Manager Cowin called the meeting to order at 3:00 p.m.

II. Approval of the Agenda

Commissioner Griffin made a motion to approve the agenda as presented. Council Member Marion Blackburn seconded the motion, and it carried unanimously.

III. Approval of the Minutes

Commissioner Griffin made a motion to approve the minutes from the August 24, 2023, Joint Pay & Benefits Committee. Council Member Blackburn seconded the motion, and it carried unanimously.

IV. Consideration of Market/Merit – Leah Futrell

City of Greenville Human Resources Director Leah Futrell and GUC Human Resources Director Richie Shreves presented data from surveys showing a 5.5% increase in pay, with City and GUC wages currently lagging behind the market. Staff analyzed data from peers and 7 industry standard surveys, including Catapult, a survey largely focused on North Carolina. Based on that analysis, staff recommended a 4% pay adjustment to better mirror the market and stay competitive. Council Member Willis made a motion to approve staff's recommendations. Commissioner Griffin seconded the motion, and it carried unanimously.

V. Salary Structure Adjustment

During the 2022 Compensation Study, Segal Consulting recommended that in addition to market/merit adjustments, the salary structure should be reviewed annually to ensure our structure remains market competitive. Based on WorldatWork projections, staff recommended to increase the salary structure by 2.6% to remain competitive. Council Member Blackburn made a motion to approve the salary structure adjustment. Council Member Willis seconded the motion, and it carried unanimously.

VI. Review and Comparison of 401(k) benefits

To improve employee retention and market competitiveness, it was suggested to change the 401(k) contribution from a flat rate of \$40 per pay period to 3%, with gradual increases up to 3.75%. This change aims to make the City and GUC more competitive with local employers. Council Member Blackburn made a motion to approve staff's recommendation. Council Member Willis seconded the motion, and it carried unanimously.

VII. Next steps

Recommendations will be presented to the City Council and the GUC Board of Commissioners at the Joint meeting scheduled for Monday, April 22, 2024, at 6:00 p.m. in the City Hall Council Chambers.


Further budget details are expected in May 2024.

Council Member Blackburn made a motion to cancel the April 11, 2024, Joint Committee meeting. Council Member Willis seconded the motion, and it carried unanimously.

VIII. Adjourn

Commissioner Griffin made a motion to adjourn the meeting at 3:41p.m. Council Member Willis seconded the motion, and it carried unanimously.

Respectfully Submitted,



Amy Wade
Acting Secretary