



***Personnel Committee  
January 24, 2020  
10:00 a.m.  
Chief Switalski Meeting Room***

ITEM 1 – CALL TO ORDER

The Personnel Committee Meeting was called to order at 10:27 a.m. by Personnel Committee Chair Joseph La Margo.

ITEM 2 – ROLL CALL

Members Present: Joseph La Margo, City Manager; Mike Seals, County Commissioner; Karianne Thomas, Chief; Scott Merlo, Chief; Bryan Ergang, Chief; Dexter Mitchell, Township Manager

Others Present: Jeff Troyer, Executive Director; Chris McComb, Executive Administrative Assistant

ITEM 3 – APPROVAL OF MEETING MINUTES

A. January 7, 2020 Regular Session and Closed Session

“Motion by Mr. Seals, second by Ms. Thomas to approve the January 7, 2020 Regular Session minutes as presented.”

On a voice vote, **MOTION CARRIED.**

ITEM 4 - CITIZENS' TIME

There were no citizens present.

ITEM 5 – FOR CONSIDERATION

A. Old Business

There was none.

## B. New Business

### 1. 2019 Performance Objectives/Goals

Mr. LaMargo thanked Mr. Troyer for putting together a MEMO in regards to Mr. Troyer's 2019 goals and accomplishments and his recommended 2020 goals. Mr. Troyer's memo is attached to these minutes.

Mr. LaMargo lead a discussion regarding Mr. Troyer's accomplishments in 2019. The Committee agreed that Mr. Troyer has successfully met all mutually agreed upon goals set forth for 2019.

"Motion by Ms. Thomas, second by Mr. Seals that Mr. Troyer has successfully met the 2019 goals agreed upon in his contract."

"Motion by Mr. Ergang to amend the motion to add approval of full payment of the Executive Director's performance incentive."

On a voice vote, **MOTION CARRIED.**

### 2. Executive Director Employment Agreement

#### a. 2020 Performance Objectives/Goals

##### Goal #1

Mr. Troyer asked for clarification on the statement "prioritize the success of an alternative funding method".

Mr. LaMargo stated to prioritize the alternatives to getting funding successfully accepted. He stated that Mr. Troyer will not be held accountable if the funding is not accepted by voters but will need to follow through with all of the steps to get it to that point.

Mr. Troyer's proposed Goal #1 was accepted by all members with the addition of the word prioritize.

##### Goal #2

Mr. Troyer asked for clarification on what "data sets developed" meant.

Mr. Ergang stated the intent was to talk about how many calls for service are created, what are response times, what are dispatch times, or any of the things we will need to use in our interaction with agency boards and citizens.

Ms. Thomas stated that Mr. Troyer's Goal #3 is to make sure everyone is getting the matrix they need. Each agency needs different information, so we need to work together to make a standard and make it manageable.

Mr. Troyer stated tracking information will help shed light on efficiencies, but we also need prior data. The Committee's Goal #2 aligns with his #3. He believed their Goal #2 is more general and can be worked internally.

The Committee's Goal #2 was accepted by all members.

##### Goal #4

Mr. Troyer skipped the Committee's goal #3 and went to goal #4. He agreed with this goal, stating it matches his Goal #2.

The Committee agreed to replace their #4 with Mr. Troyer's Goal #2.

### Goal #3

Mr. Troyer voiced concern over the request for him to meet with other agencies' operational staff. He stated we have many meetings and many venues to communicate with the agencies. The Law Comm/Ops workgroup is meant for this purpose. It was not meant to be top command, but the agencies are welcome to bring staff. He has never met with another agencies' operational staff.

Ms. Thomas stated there are agencies that do not want to meet with other agencies present.

Mr. Troyer stated he needs to meet with command staff, and they need to communicate with their operational staff.

Mr. Ergang stated that there is validity to that.

Mr. Seals stated that in the chain of command, if you have someone below a chief level trying to negotiate and get things changed by going directly to the Executive Director, that's like going around command. You're providing access to the administrator. Where is the line? The Administrator should not have to talk to subordinates in another agency.

Ms. Thomas agreed. She suggested using the 2019 Goal #1 and modify it to continue.

Mr. Mitchell stated that the smaller agencies should be free to meet with the Executive Director and bring their staff. There should be a path to do that.

Mr. Troyer stated he is willing to meet with everyone. KCCDA administration has met with an agency every time they have requested.

The Committee agreed on their proposed Goal #3, striking operational personnel and add that the Executive Director will meet each quarter with the former PSAP directors as requested.

"Motion by Mr. Mitchell, second by Mr. Ergang to approve the Executive Director's 2020 goals as revised."

On a voice vote, **MOTION CARRIED.**

### b. DRAFT Three Year Employment Agreement

Mr. LaMargo stated he spent some time reviewing the rest of the contract and asked if there were any concerns on any of the items sent out. He reviewed the items discussed at the last meeting.

1. Salary – annual increase of 2.5%
2. Car allowance – freeze at \$724
3. MERS defined contribution – continuation of a 10% employer contribution
4. Deferred compensation – continuation of a 4% employer contribution
5. HCSP – increase to 4% employer contribution
6. Severance – 8 months

He stated he was suggesting changes and it had nothing to do with Mr. Troyer, but it was for the perception of the general public. We are reviewing to make sure it is in line with other contractual agreements and this is a generous contract. He stated he was considering a 2% increase instead of the 2.5%, a car allowance of \$500 - \$600 instead of \$724, MERS is at 10%, and possibly reducing the severance to six months; not eight.

#### Severance

The Committee discussed the eight-month severance package and decided six months was standard.

The Committee recommended to change the severance packet from eight months to six.

#### Car allowance

The Committee discussed the car allowance of \$724 per month. Though some felt it was high, they agreed that freezing the amount for the term of the contract would allow their comparables to catch up by the end of the contract.

The Committee recommended to freeze the car allowance at \$724 per month for the length of the contract.

#### 10% employee contribution

The Committee agreed to continue the 10% contribution to a MERS defined contribution retirement plan.

#### Deferred Compensation contribution

The Committee agreed to continue the 4% contribution to a MERS 457 deferred compensation plan.

#### Retirement Health Care Savings Plan contribution

Mr. LaMargo stated he was fine with 2.5% salary increase, he doesn't like the car allowance, but it won't break the bank, but either the HCSP contribution or the deferred compensation should be at 2% But he would be fine with 3%.

Mr. Troyer stated he thought the Committee had already agreed on the employment terms at the last meeting and he was unaware of the terms being renegotiated or the email chain the Personnel Committee was referencing. He also did not have available to him the compensation package numbers to speak about specific increases and decreases. The agreement at the last meeting was to remove the performance compensation all together in exchange for Mr. Troyer's requested 2.5% salary increase and an additional 2% to Retirement Health Care. Mr. Troyer advised this would allow him to basically break even with his compensation package.

Mr. Troyer further advised that during negotiations of his first contract with Jim Pearson and Larry Shaffer, they never once mentioned the intent to reduce overall compensation after the initial contract term. Mr. Troyer stated this county was not going to get where they wanted to be if they hadn't offered a larger package. He's heard it several times over the last two Committee meetings that the intent was to get him here and then after the initial contract, they could reduce terms but that is not how you treat people. He would not have come here if it had been communicated to him that his compensation package would be reduced after the initial contract.

Mr. LaMargo stated this Committee agrees that it was an operational bonus.

Mr. Mitchell advised this Committee as a whole is discussing this now. The message may have been lost then but changes to the contract are warranted at this point.

Mr. LaMargo stated the only thing that's changed from the last meeting is the Retirement Health Care Savings Plan is only going up 1% instead of 2% and the severance is going down two months.

Mr. Seals stated he was around during the negotiations and he thought the performance compensation was discussed at the Board level prior to hiring. They knew the package was high but that was their intent. He doesn't think there was any intention to continue with the performance compensation. Mr. Seals advised he would like to hear whether Mr. Troyer is acceptable to these terms.

Mr. LaMargo stated no disrespect to Mr. Troyer but his opinion doesn't matter. It's what the Committee wants to offer him.

Ms. Thomas stated that when you take the bonus away, the rest of the package as agreed upon in the previous meeting is not asking too much. This is an executive compensation package and Mr. Troyer has met every performance goal and all of our matrix.

Mr. Seals stated that Mr. Shaffer was the one who helped put the package together. It was a commitment we all unanimously agreed to. We knew we may have to cut back a little bit eventually, but we shouldn't take any money from him. With the bonus gone, I don't think what Mr. Troyer's asking for is unreasonable.

"Motion by Mr. Ergang, second by Mr. Mitchell to approve the suggested changes to the Executive Director's three-year contract with the option of presenting a bonus, should it be warranted."

On a voice vote, **MOTION CARRIED.**

#### C. Other Items

##### 1. Member Comments

Mr. LaMargo asked Mr. Troyer to send the new changes to legal counsel for final editing of the employment agreement. In addition, he asked Mr. Troyer to provide a compensation package analysis showing the initial contract terms and the recommended three-year extension as it pertains to his overall compensation package. Lastly, Mr. Troyer was asked to merge the 2020 goals into one document to present to the Board. Mr. Troyer advised he would take care of it.

##### 2. Adjournment

The meeting was adjourned at 12:07 p.m.