



**AGENDA FOR A HUMAN RESOURCES COMMITTEE MEETING
SCHEDULED WEDNESDAY, October 23, 2024, immediately
following the Regular Board of Directors' Meeting**

Committee Members: Directors Burbage (Chair), Henderson, and Taylor

Members of the public may listen to the meeting by calling
(888) 398-2342 Access Code: 5608731 [Public – Listening Only]

CALL TO ORDER AND INVOCATION

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Request Committee **to approve** minutes of the following:
 - 1.1 Human Resources Committee Meeting held August 28, 2024.

REPORTS OF OFFICERS

- A. Committee Chair
- B. Committee Members
- C. General Manager/Assistant General Manager(s)

UNFINISHED BUSINESS

- NONE

NEW BUSINESS

2. Request Committee **to recommend** to the Board to consider a new policy for the Board to approve the job descriptions for Senior Management, and that the Board must be informed of any changes to all other job descriptions.
3. Request Committee **to recommend** to the Board to approve a one-year agreement with NAPS Background Checks to provide employment related background check services, effective January 1, 2025 through December 31, 2025, based on a fee schedule (state, county, vendor research fees, etc. which are out of NAPS control, may increase and are passed through); and to authorize the Interim General Manager and/or the Interim Assistant General Manager to execute the necessary documents.
4. Request Committee **to recommend** to the Board to approve a one-year agreement with Equitable for company provided Group Life and Short-Term Disability Insurance and the following voluntary group insurance coverages: Life & Accidental Death and Dismemberment, Short-Term Disability, Long-Term Disability, Accident (new offering), and Critical Illness (new offering), effective January 1, 2025 through December 31, 2025, based on the attached rate schedules, for the company provided Group Life and Short-Term Disability coverages; and to authorize the

Interim General Manager and/or the Interim Assistant General Manager to execute the necessary documents.

5. Request Committee **to recommend** to the Board to approve a one-year agreement with McLean & Company to provide best practice HR research and related services, effective January 1, 2025 through December 31, 2025, at an out-of-pocket cost to the Board of \$29,340.00; and to authorize the Interim General Manager and/or the Interim Assistant General Manager to execute the necessary documents.
6. Request Committee **to recommend** to the Board to approve 2025 Grade I and Grade IV Prep Series and Continuing Education Hours (CEH) training classes with Water Girl Consulting, at an estimated out-of-pocket cost to the Board of \$49,500.00; and to authorize the Interim General Manager and/or the Interim Assistant General Manager to execute the necessary documents.
7. Request Committee **to recommend** to the Board to approve a one-year agreement with AmWins/TransAmerica Life Insurance Company to provide 2025 Post 65 Medical and Prescription Drug Insurance coverage, effective January 1, 2025 through December 31, 2025, at an estimated out-of-pocket cost to the Board of \$926,369.00; and to authorize the Interim General Manager and/or the Interim Assistant General Manager to execute the necessary documents.
8. Request Committee **to recommend** to the Board to amend the Salary Administration Plan regarding the calculation of merit increases for the 2025 calendar year using the same step process as used in 2024 (the amendment does not apply to grandfathered jobs/grades).

ADJOURNMENT