

## PERSONNEL COMMITTEE

Isle of Palms, South Carolina

March 1, 2007

The regular meeting of the Personnel Committee was held at 1:00 p.m., on Thursday, March 1, 2007, in Council Chambers, 1207 Palm Boulevard, Isle of Palms, South Carolina. Present were Committee members Chairwoman McMackin, Councilman Bettelli and Councilman Buckhannon and City Administrator Tucker.

1. Chairwoman McMackin called the meeting to order and noted that members of the press and public were duly notified of the meeting in accordance with State law. She noted that all members of the Committee were present.

2. **Approval of Previous Month's Minutes.**

**MOTION: Councilman Buckhannon made a motion to approve then February 8, 2007 minutes as presented; seconded by Councilman Bettelli; MOTION UNANIMOUSLY PASSED.**

3. **Citizens' Comments.** None.

4. **Old Business.**

**A. Website Re-design: status.** City Administrator Tucker reported that progress continues on the website re-design and Recreation Director Page continues to coordinate modifications with the VC3 representative, with the launch date anticipated soon. Councilman Buckhannon asked how the City anticipated launching the new website, perhaps with a demonstration for Council and key staff. Administrator Tucker noted that staff was flexible and could accommodate whatever launch format Council preferred. The Committee discussed the anticipated time frame for completing the website and the preferred format for launching the site. After continued discussion, the Committee recommended previewing the website at each Committee meeting, enabling Council members to review the site in more intimate groups and provide their questions or inputs. Councilwoman McMackin submitted that these efforts would be followed with a full launch before all of Council.

Chairwoman McMackin then broached the idea of promoting the website through direct mailing to island residents. Administrator Tucker noted staff could provide this service, but the mailing costs would be prohibitive. She suggested, and Council agreed, to explore all free methods of promoting the website prior to considering direct mail.

**B. Discussion regarding possible Comprehensive Compensation Study**

Administrator Tucker recommended the contractor Archer for conducting the assessment on personnel compensations due to the competitive pricing, \$9,000 and short turn-around time. City Administrator Tucker reported she checked with other municipalities to garner their input regarding Archer Company and received only complimentary references.

**MOTION: Counselman Bettelli made a motion to approve the Archer Company to conduct the study; seconded by Councilman Buckhannon; MOTION UNANIMOUSLY PASSED.**

**C. Status of Assistant Administrator**

Administrator Tucker reported that applications have been received and they expect more to come in. The position has been advertised in the local media as well as on national employment websites.

**5. New Business.**

**A. Review of FY07-08 Operating Budget for General Government and Building Department**

The Committee reviewed the proposed Operating Budget for General Government and Building Department. The topic of health insurance for employees with family members and the competitiveness of the current benefits the city is currently offering were discussed. Chairwoman McMackin invited input from staff and public present. Fire Chief Graham expressed her support for the concept of the City further supplementing the employee's portion of dependent/family health insurance premiums, noting that the cost for this coverage is prohibitive for many of her firefighters. Other firefighters spoke in support of this effort, providing anecdotes related to their personal experience.

Administrator Tucker stressed that the quality of health care provided by the carrier was competitive and top quality, but the employee's portion of dependent coverage can be prohibitive to most employees. After further discussion, the Committee reached general consensus to include cost estimates for supplementing the employee's portion of health care coverage in the FY07-08 budget.

Thereafter Administrator Tucker reviewed the proposed Operating Budgets for General Government and Building Department, answering Committee questions regarding various line items.

**MOTION: Councilman Bettelli; seconded by Councilman Buckhannon; MOTION UNANIMOUSLY PASSED to send this budget along to The Ways and Means Committee.**

**B. Employees Suggestions and Responses – None**

**C. Employee of the Month Nominations – None.**

**6. Miscellaneous.**

**Set date for next meeting.** The next meeting will be at 1:00 p.m., Wednesday, April 4, 2007.

There being no further business to come before the Committee, the meeting was unanimously adjourned at approximately 2:15 p.m.

Respectfully submitted,  
Jane McMackin, Chairwoman