

COMPENSATION TASK FORCE

MEETING MINUTES

Meeting Date: June 26, 2013

Meeting Location: Government Center

Approval: Kelly Gwaltney, CHRO

Recorded By: LaShawn Sassnett

1 ATTENDANCE

Name	Title	Organization	Present
Alycia Nikolaus		CMS	Y
Connie Green-Johnson		Consultant	Y
Christy Holden		TIAA-CREF	Y
Judy Kidd		CMS	Y
Hank Federal		Consultant	Y
Steve Oreskovic		CMS	Y
Pat Rocca		CMS	Y
Sonia Wirth		CMS	Y
Barry Robbins		City of Charlotte	Y
Mike Riley		Novant Healthcare	Y
Lauren Bell		CMS	Y
Erlene Lyde		CMS	Y
Paul Pratt		CMS	Y
Mick Fisher		Carolinas Healthcare	Y
Vincent Smith		CMS	Y
Rashidah Morgan		CMS	Y
Kelly Gwaltney		CMS	Y
Terri Cockerham		CMS	Y

2 MEETING LOCATION

Building: Government Center

Conference Room: Conference Room 527

3 MEETING START

Meeting Schedule Start: 3: 30 pm

Meeting Actual Start: 3: 30 pm

Meeting Scribe: LaShawn Sassnett

4 AGENDA

• Introduction/Meeting Objectives

- The meeting opened with group introductions facilitated by Kelly Gwaltney, Chief Human Resources Officer (CHRO). Task force members were asked to state their name, the organization they represented, their title and what they brought to the group. The group consisted of Charlotte-Mecklenburg Schools (CMS) instructional staff, CMS Human Resource (HR) Executive Leadership, local teacher associations and HR representatives from your largest employers in the private sector in North Carolina.
- Kelly Gwaltney stated, “the objective of the task force is for the group to reach consensus on a recommendation to provide to Superintendent Health Morrison on the approach CMS should take when considering a district-wide compensation plan”.

- **Education on CMS Total Compensation Plan**

- **Understanding the Employee Base:**

- Charlotte-Mecklenburg Schools Compensation & Benefits Departments administers salary & benefits for 18,000+ employees. This total compensation package is administered for an employee base that consist of instructional & non-instructional staff (District support).

- **Understanding the History of CMS Salary Administration Plans:**

- Pat Rocca – CMS Compensation Manager, gave the task force an overview of the history of salary administration at CMS.

- **Instructional Certified Staff (School Based)**

- For employees that are classified as instructional certified (school based) their salary is determined in accordance with the NC State Salary Schedules. NC State Salary Schedules use a combined measure of an employee's education and teaching experience as a salary determinate.
- Pat talked about the supplement provided to instructional certified staff that currently ranges from 14.98% to 23.68%.

- **Responses from Task Force Members**

- Many questions arouse and comments were expressed regarding the constraints of the salary schedules, funding sources and years of frozen salaries built into the schedules. To provide better understanding for task force members, a request was made to supply schedules from 2006 YTD.
- Task force members from the CMS Instructional Staff asked for a status of the recommendation made by the Teacher Compensation Reform Committee which was presented to CMSBOE on February 26, 2013. The Teacher Compensation Reform in conjunction with HB 950 consisted of a group of teachers referred by various teacher organizations who were charged by Dr. Morrison with designing a alternative compensation plan for those currently paid on the "Instructional Certified Schedules". Kelly Gwaltney- CHRO, stated" Dr. Morrison sent a letter to the state regarding the submittal. Also, that Executive staff reviewed it and they have some feedback regarding it".

- **Non-Instructional Certified (Central Office) & District Support**

- Pat also gave an overview pay plans used to administer salary for the Non-Instructional staff
- 19998 to 2000 TBR was established by TBR & Associates and it consisted of 32 pay grades. Pay grades were condensed from former plan, a new evaluation system was implemented and an experience based matrix was implemented.
- 2007 - YTD Market Pay Plan (MPP) Deloitte reviewed job documentation and job content for all non-certified employees. Due to budget constraints job descriptions were not updated before the revise. They conducted market analysis for identified benchmark jobs. The HR strategy for MPP was to move to a business model for recruitment and retention of non-certified staff.

- **Responses from Task Force Members**

- Many question arouse regarding the retention of staff in this classification, task force members requested a copy of turnover rates.
- Comments were also made regarding the rising cost of benefits but lack of increase in salaries.

- **Other Discussion Notes:**

- The meeting closed with Kelly asking task force members to "mention words that come to mind when thinking about compensation at CMS. Task force members replied, "Trust,

competitive, fair living wages, safety/security, retention, sustainability, following the rules and influence legislation”.

- There were several data request from task force members for the next meeting which could be found in Action Items section below.

5 MEETING END

Meeting Schedule End: 5:00 pm

Meeting Actual End: 5:00 pm

6 POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Historical Salary Schedules	Pat Rocca	Complete
Non-Instructional Market Levels	Pat Rocca	Complete
List of benefits & EE min cost	Eileen Drehs	Complete
Turnover rates by cert	Jan Richardson	Complete
Turnover rate for cert non-instructional & instructional	Jan Richardson	TBD
Link to TWC Survey	Kelly Gwaltney	Complete
Link to CMS Engagement Survey	Kelly Gwaltney	Complete
City/County/CMS Market Comparisons	Kelly Gwaltney	TBD
BOE Theory of Action, Mission, Visions & Core Beliefs	Kelly Gwaltney	On CMS Website
Letter Morrison sent to the State	Terri Cockerham	Complete
Explanation of Budget Methodology	Dennis Covington	TBD

7 DECISIONS MADE

- None

8 NEXT MEETING

The next meeting will be held on Thursday, July 25, 2013 at CMS Administrative Offices at Bishop Spaugh Middle School (1901 Herbert Spaugh Lane) from 3:30pm to 5:30pm.