

RECORD OF PROCEEDINGS
SALARY COMMISSION

Date: September 28, 2022

PRESENT: Commissioners Jedediah Givens, Ken Hertz, Gerard Kahle, Gene Knutson, Kenny Ramberg, R.B. Tewksbury

EXCUSED: Pinky Vargas

The meeting of the Salary Commission of the City of Bellingham, Washington was called to order at 6:05 p.m., by Chairman Knutson, via video conferencing.

(ALL SUPPORTING MATERIALS SUBMITTED TO THE COMMISSION FOR THIS MEETING ARE PART OF THE PERMANENT SALARY COMMISSION PACKET FOR THIS DATE ON FILE AND AVAILABLE FOR REFERENCE IN THE CITY OF BELLINGHAM'S HUMAN RESOURCES DEPARTMENT, 3RD FLOOR, FEDERAL BUILDING, 104 W. MAGNOLIA ST., BELLINGHAM, WASHINGTON.)

6:05 PM	<u>PUBLIC HEARING</u> Chairman Knutson ask if anyone wished to speak at the Public Hearing. No members of the public chose to speak.
6:06 PM	<u>APPROVAL OF THE SEPTEMBER 14, 2022, MINUTES</u> Approval of the September 14, 2022, minutes. Commissioner Hertz made a motion to approve the September 14, 2022, minutes. Commissioner Kahle seconded. Motion carried 6-0, with one absence.
6:08 PM	<u>UPDATE ON WRITTEN PUBLIC COMMENT AND COMMISSION EMAIL COMMUNICATION PROCESSES</u> Stacey Carroll, Facilitator, informed the Commission a group email address was created to take ongoing public comments. The address is salarycommission@cob.org and all Commissioners receive automatic, forwarded messages from that address to their individual email accounts. Ms. Carroll noted another area for the public to comment was live on the Engage Bellingham site and asked that the Commissioners check it regularly and before each meeting. Ms. Carroll explained the steps to access the Salary Commission page on Engage Bellingham. She reminded the Commissioners not to use either the group email or Engage Bellingham as a way of communicating with each other.
6:12 PM	<u>OVERVIEW OF TYPICAL SALARY REVIEW PROCESS</u> Ms. Carroll reiterated the sole purpose of the Commission was to determine appropriate pay. She noted three main points: Defining the position, defining the comparators and defining the competitive positioning. She explained the advantages of having defensible data points anchoring any decisions the Commission made and asked the Commission what information and research she and City staff could provide.

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	<p>The Commissioners made suggestions as to what they would like to see before the next meeting and discussed the points Ms. Carroll made.</p>
6:37 PM	<p><u>DATA REQUESTS FROM THE COMMISSIONERS</u></p> <p>Ms. Carroll listed requests from the Commissioners that included: a) research and data from comparable cities, to include population and form of government; b) research on inflation, inflation escalators and cost of living adjustments; c) one or more current City of Bellingham Council members to testify as to the amount of time spent doing Council and Committee work, hardships encountered, both money and time, hazards of the job, i.e., abuse, harassment, etc.; d) research comparing the level of other cities' engagement of Council members with their citizens.</p> <p>A discussion was held regarding the option for citizens to initiate a referendum petition after the Commission's decision regarding salaries.</p>
6:50 PM	<p><u>NEXT STEPS AND QUESTIONS</u></p> <p>Ms. Carroll reminded those Commissioners who have not yet completed the Washington State Open Public Meetings Act training, to do so.</p> <p>Elizabeth Monahan, Director of Human Resources, gave an update on in-person meetings, noting the Salary Commission was publicized as an all-remote access commission. Any in-person meeting would have a hybrid option. More updates to be provided in October as further direction is received.</p>
6:55 PM	<p><u>ADJOURNMENT</u></p> <p>There being no further business to come before the Commission, the regular meeting was adjourned at 6:55 p.m.</p>

Gene Knutson, Chairman

ATTEST:

Karen Rollo, Recording Secretary