

MINUTES
Personnel Committee
Colorado Springs Utilities Board
November 10, 2022

Committee present via Microsoft Teams or Rosemont Conference Room: Committee Chair Yolanda Avila, Tom Strand, Randy Helms, and Wayne Williams

Board members present via Microsoft Teams or Rosemont Conference Room: Bill Murray and Nancy Henjum

Staff members present via Microsoft Teams or Rosemont Conference Room: Aram Benyamin, Renee Adams, Tristan Gearhart, Lisa Barbato, Natalie Watts, Heather Harvey, and Andie Buhl

City staff members present via Microsoft Teams or Rosemont Conference Room: Tracy Lessig

1. Call to Order and Welcome

Committee Chair Yolanda Avila called the meeting to order at 10:00 a.m. Ms. Renee Adams, Chief Administrative and Human Resources Officer, read a statement regarding the Colorado Open Meetings Law and City Charter and stated that public comment would not be a part of the meeting.

2. Review of Minutes

The October 14, 2022 Personnel Committee minutes were approved for posting.

3. Treatment of Staff Instruction (I-10)

Ms. Adams explained how the I-10 was revised and edited by the City Attorney's office. The Personnel Committee agreed to the changes.

Ms. Tracy Lessig, City Attorney – Division Chief, provided an update about the current CEO contract and pay structure based on Utilities Board bylaws and policies. There is no Board policy allowing for a temporary suspension of an existing Board policy.

4. CEO Recruitment Process

Due to the announcement that Aram Benyamin is leaving Colorado Springs Utilities, the Personnel Committee discussed the Chief Executive Officer (CEO) Recruitment Process at a very high level. As indicated in Board policies, the Utilities Board has the responsibility to hire the CEO. Discussion included consideration for some type of performance-based merit pay or a cost-of-living escalator to be included in the next CEO's employment agreement.

5. Review Recommendation for 2023 Board Expected Results (BER) and CEO Competencies

Ms. Adams reviewed the CEO competencies and strategic objectives. The committee agreed that both the competencies and strategic objectives need to be reevaluated once the new CEO is hired.

6. Discuss 2023 Employee Climate Survey

Ms. Heather Harvey, Human Resources Manager, reviewed the format and process of the 2023 Employee Climate Survey. The committee requested a pulse survey be completed before the end of the year, so the workforce can provide feedback/input for the Utilities Board to consider during the CEO recruitment and selection process. It was discussed that Utilities hold off on the planned 2023 employee climate survey to allow the next CEO to have more time in the position. Board policy I-10, Treatment of Staff, states:

“...periodically, not to exceed five years, assess the organizational climate issues using statistical sampling and a sound, validated procedure; and develop and implement an action plan”.

7. 2022 Accomplishments and 2023 Utilities Board Committee Work Plan

Ms. Adams reviewed the 2022 committee accomplishments and presented the draft 2023 committee work plan. She explained that the work plan will be brought to the December Utilities Board meeting for approval.

8. Plan Future Agenda – Next meeting: Friday, January 13, 2023

Ms. Adams reviewed discussion topics for the next Personnel Committee meeting.

9. Adjournment

The meeting adjourned at 11:16 a.m.