



**HUMAN RESOURCES COMMITTEE MEETING
AGENDA
January 10, 2017**

**5:15 P.M. - 1201 S. Washington Ave.
Lansing, MI - REO Town Depot
Board of Water and Light Headquarters**

Call to Order

Roll Call

Public Comments on Agenda Items

1. Human Resources Committee Meeting Minutes of November 8, 2016.....**TAB 1**
2. Pension Contribution Adoption Agreement/Resolutions**TAB 2**
 - a. Amendment to 401a Defined Contribution Plan
 - b. Amendment to 457 Deferred Compensation Plan

Other

Adjourn

HUMAN RESOURCES COMMITTEE
Meeting Minutes
November 8, 2016

The Human Resources Committee of the Lansing Board of Water and Light (BWL) met at the BWL Headquarters-REO Town Depot located at 1201 S. Washington Ave., Lansing, MI, at 5:00 p.m. on Tuesday, November 8, 2016.

Human Resources (HR) Committee Chairperson Tony Mullen called the meeting to order and asked the Corporate Secretary to call the roll. The following members were present: Commissioners Tony Mullen, Anthony McCloud, Mark Alley and Sandra Zerkle. Also present: Commissioners David Price, Ken Ross, Dennis M. Louney (arrived at 5:02), and Tracy Thomas; and Non-Voting Commissioners William Long, Robert Nelson, and Stuart Goodrich.

Public Comments

None

Approval of Minutes

Motion by Commissioner McCloud, Seconded by Commissioner Zerkle, to approve the Human Resources Committee meeting minutes of June 21, 2016.

Action: Motion Carried.

Internal Auditor Salary Adjustment

HR Chair Mullen informed the Committee that due to subsequent information on a revised grade and salary structure adopted for non-bargaining employees, Internal Auditor Phil Perkins' salary requires an adjustment to meet the minimum amount for his current grade of Director Level 6.

Motion by Commissioner McCloud, Seconded by Commissioner Zerkle to forward the proposed Resolution to adjust Internal Auditor Perkins' salary grade with a retroactive effectiveness of July 1, 2016 to the full Board for consideration.

Action: Motion Carried.

Collective Bargaining Agreement - BWL and IBEW

Executive Director of Human Resources Michael Flowers presented and reviewed the proposed Tentative Bargaining Agreement which extends the Collective Agreement for four years. Mr. Flowers highlighted the changes to the terms and conditions which is in accordance with the direction and authority that was delegated to the Board's negotiating team by General Manager Peffley.

Motion by Commissioner Thomas, Seconded by Commissioner Zerkle to forward the proposed Resolution for the Final Tentative Bargaining Agreement dated and signed October 27, 2016 (reflecting the grammatical correction) to the full Board for consideration.

Action: Motion Carried.

Amendment to 401a Defined Contribution Plan and the 457 Deferred Compensation Plan

Executive Director of Human Resources Michael Flowers outlined proposed amendments to the 401A Defined Contribution Plan and the 457 Deferred Compensation Plan. The 401a will be amended such that the Employer Contributions for Bargaining Unit Employees is increased from 8.1% to 9.5% for Employees hired after January 1, 1997. The 457 Deferred Compensation Plan will be amended such that the limit of the Employer Match for Bargaining Unit Employees is increased from \$1,250 per year to \$1,500 per year.

Motion by Commissioner Thomas, Seconded by Commissioner Zerkle to forward Resolutions to the full Board for consideration of approving an amendment to the **401a** Defined Contribution Plan and the **457** Deferred Compensation Plan.

Action: Motion Carried.

PA 152 Employee Contribution to Medical Benefit Plan

Executive Director of Human Resources Michael Flowers presented the BWL's options regarding Public Act 152's requirements associated with capping the amount a public employer may pay for health care insurance. In conclusion the recommendation is that the Board exempts itself from the requirements of PA 152 of 2011 for all active employees' medical benefits, effective January 1, 2017 with a continuation of a 14% premium sharing contribution.

Motion by Commissioner Zerkle, Seconded by Commissioner McCloud to forward the proposed Resolution for the Amendment to the Contribution to the Medical Benefits Plans, to the full Board for consideration.

Action: Motion Carried.

Other

None

Public Comments

None

Adjourn

Motion by Commissioner McCloud, Seconded by Commissioner Zerkle, to adjourn the meeting.

Action: Motion Carried

Meeting adjourned at 5:36 p.m.

Respectfully Submitted,
Tony Mullen, Chair
Human Resources Committee

PROPOSED RESOLUTION

AMENDMENT TO 401A DEFINED CONTRIBUTION PLAN

RESOLVED, that the Board of Commissioners hereby amends the Lansing Board of Water & Light 401a Defined Contribution Plan # 106696 such that the Employer Contributions for Non-Bargaining Unit Employees is increased from 8.1% to 9.5%, effective 2/1/2017, for those Non-Bargaining Unit Employees hired after January 1, 1997.

FURTHER RESOLVED, all other provisions of the 401a Defined Contribution Plan # 106696 shall remain in full force and effect.

FURTHER RESOLVED, that the General Manager and Corporate Secretary are hereby authorized to execute the applicable Adoption Agreement or Plan Document that accurately captures the above noted change in Employer Contributions.

PROPOSED RESOLUTION

AMENDMENT TO 457 DEFERRED COMPENSATION PLAN

RESOLVED, that the Board of Commissioners hereby amends the Lansing Board of Water & Light 457 Deferred Compensation Plan # 300435 such that the limit of the Employer Match for Non-Bargaining Unit Employees is increased from \$1,250 per year to \$1,500 per year, effective February 1, 2017.

FURTHER RESOLVED, all other provisions of the 457 Deferred Compensation Plan # 300435 shall remain in full force and effect.

FURTHER RESOLVED, that the General Manager and Corporate Secretary are hereby authorized to execute the applicable Adoption Agreement or Plan Document that accurately captures the above noted change in the Employer Match.