



**HUMAN RESOURCES COMMITTEE MEETING  
LANSING BOARD OF WATER AND LIGHT BOARD OF COMMISSIONERS  
Tuesday, July 13, 2021 ♦ 5:15 P.M. ♦ 1201 S. Washington Ave., Lansing, MI 48910**

**AGENDA**

BWL full meeting packets and public notices/agendas are located on the official web site at <https://www.lbwl.com/about-bwl/governance>.

Call to Order

Roll Call

Public Comments on Agenda Items

1. Human Resources Committee Meeting Minutes of June 15, 2021 ..... **TAB 1**
2. Collective Bargaining Agreement—BWL and IBEW/Resolution ..... **TAB 2**

Other

Adjourn

## HUMAN RESOURCES COMMITTEE

### Meeting Minutes

June 15, 2021

The Human Resources Committee of the Lansing Board of Water and Light (BWL) met via WebEx (BWL Headquarters-REO Town Depot located at 1201 S. Washington Ave., Lansing, MI) at 5:30 p.m. on Tuesday, June 15, 2021.

Event Address for Attendees:

<https://lbwlevents.webex.com/lbwlevents/onstage/g.php?MTID=e31f1898a5116bb599080eb3f46b268aa>

Event Number for Attendees: 132 102 7716 Event Password: B7u7JdVKW9p

Audio Conference: United States Toll +1-408-418-9388 Access Code: 132 102 7716

Human Resources (HR) Committee Chairperson Tony Mullen called the meeting to order at 5:30 p.m. and asked the Corporate Secretary to call the roll.

The following Commissioners were present via audio/video:

Tony Mullen remotely, Lansing, MI (Member)	DeShon Leek remotely, Lansing, MI (Member)
Tracy Thomas remotely, Lansing, MI (Member)	Sandra Zerkle remotely, Lansing, MI (Member)
Stuart Goodrich remotely, Delhi Township, MI	Beth Graham remotely, Lansing, MI
Larry Merrill remotely, Delta Township, MI	David Price remotely, Lansing, MI
Ken Ross remotely, Lansing, MI	

Absent: None

The Corporate Secretary declared a quorum.

#### **Public Comments**

None.

#### **Approval of Minutes**

**Motion** by Commissioner Thomas, **Seconded** by Commissioner Zerkle, to approve the Human Resources Committee meeting minutes of May 18, 2021.

#### **Roll Call Vote:**

**Yeas:** Commissioners Tony Mullen, Deshon Leek, Tracy Thomas, and Sandra Zerkle.

**Nays:** None.

**Action:** Motion Carried.

#### **FY 2022 Board Appointee Performance Reviews**

HR Committee Chair Mullen opened the floor for the Board Appointee Performance Reviews.

#### ***Corporate Secretary***

Corporate Secretary M. Denise Griffin requested a closed session for the purpose of receiving her contractual year-end performance evaluation as permitted by the Open Meetings Act exemption MCL 15.268(a).

**Motion** by Commissioner Thomas, **Seconded** by Commissioner Leek, to enter into closed session to discuss the contractual year-end performance evaluation of Corporate Secretary M. Denise Griffin.

**Roll Call Vote:**

**Yeas:** Commissioners Tony Mullen, Deshon Leek, Tracy Thomas, and Sandra Zerkle.

**Nays:** None.

**Action:** Motion Carried.

*The Human Resources Committee went into closed session at 5:35 p.m.*

**Motion** by Commissioner Thomas, Seconded by Commissioner Leek, to reconvene into open session.

**Roll Call Vote:**

**Yeas:** Commissioners Tony Mullen, Deshon Leek, Tracy Thomas and Sandra Zerkle.

**Nays:** None.

**Action:** Motion Carried.

*The Human Resources Committee reconvened to open session at 5:52 p.m.*

Upon conclusion of the Closed Session, the following motion was offered:

**Motion** by Commissioner Thomas, Seconded by Commissioner Leek, to forward a resolution reappointing M. Denise Griffin to the Charter position of Corporate Secretary for FY22 to the full Board for consideration.

Commissioner Thomas commended Corporate Secretary Griffin on her good work and serving the eleven Commissioners.

**Roll Call Vote:**

**Yeas:** Commissioners Tony Mullen, Deshon Leek, Tracy Thomas, and Sandra Zerkle.

**Nays:** None.

**Action:** Motion Carried.

**General Manager**

General Manager Richard Peffley requested a closed session for the purpose of receiving his contractual year-end performance evaluation as permitted by the Open Meetings Act exemption MCL 15.268(a).

**Motion** by Commissioner Thomas, Seconded by Commissioner Leek, to enter into closed session to discuss the contractual year-end performance evaluation of General Manager, Richard Peffley.

**Roll Call Vote:**

**Yeas:** Commissioners Tony Mullen, Deshon Leek, and Tracy Thomas.

**Nays:** None.

**Action:** Motion Carried.

Commissioner Zerkle was having technological issues and was unable to respond.

*The Human Resources Committee went into closed session at 5:57 p.m.*

**Motion** by Commissioner Thomas, Seconded by Commissioner Leek, to reconvene into open session.

Commissioner Thomas thanked GM Peffley for his leadership and for handling the challenges in the past year.

**Roll Call Vote:**

**Yeas:** Commissioners Tony Mullen, Deshon Leek, and Tracy Thomas.

**Nays:** None.

**Action:** Motion Carried.

*The Human Resources Committee reconvened to open session at 6:24 p.m.*

Upon conclusion of the Closed Session, the following motion was offered:

**Motion** by Commissioner Thomas, Seconded by Commissioner Leek, to forward a resolution reappointing Richard (Dick) Peffley to the Charter position of General Manager for FY22 to the full Board for consideration.

**Roll Call Vote:**

**Yeas:** Commissioners Tony Mullen, Deshon Leek, and Tracy Thomas.

**Nays:** None.

**Action:** Motion Carried.

**Internal Auditor**

Internal Auditor, Wesley Lewis, requested a closed session for the purpose of receiving his contractual year-end performance evaluation as permitted by the Open Meetings Act exemption MCL 15.268(a).

**Motion** by Commissioner Thomas, Seconded by Commissioner Leek, to enter into closed session to discuss the contractual year-end performance evaluation of Internal Auditor, Wesley Lewis.

**Roll Call Vote:**

**Yeas:** Commissioners Tony Mullen, Deshon Leek, and Tracy Thomas.

**Nays:** None.

**Action:** Motion Carried.

*The Human Resources Committee went into closed session at 6:26 p.m.*

**Motion** by Commissioner Thomas, Seconded by Commissioner Leek, to reconvene into open session.

**Roll Call Vote:**

**Yeas:** Commissioners Tony Mullen, Deshon Leek, Tracy Thomas, and Sandra Zerkle.

**Nays:** None.

**Action:** Motion Carried.

*The Human Resources Committee reconvened to open session at 7:06 p.m.*

Upon conclusion of the Closed Session, the following motion was offered:

**Motion** by Commissioner Leek, Seconded by Commissioner Thomas, to forward a resolution reappointing Wesley Lewis to the Charter position of Internal Auditor for FY22 to the full Board for consideration.

**Roll Call Vote:**

**Yeas:** Commissioners Deshon Leek, Tracy Thomas, and Sandra Zerkle.

**Nays:** Commissioners Tony Mullen

**Action:** Motion Carried.

## **Subsequent Steps for Board Appointed Employees Contracts**

**Motion** by Commissioner Mullen, **Seconded** by Commissioner Thomas, to charge the HR Chair and the Board Chair with the task of working with the appointed employees on their respective annual merit considerations on behalf of the Board of Commissioners.

Commissioner Thomas noted that the motion for the reappointments was being forwarded to the full board.

### **Roll Call Vote:**

**Yeas:** Commissioners Tony Mullen, Deshon Leek, Tracy Thomas, and Sandra Zerkle.

**Nays:** None

**Action:** Motion Carried.

### **Excused Absence**

None.

### **Other**

Commissioner Zerkle commended GM Peffley on his efforts during the COVID-19 pandemic, how the employees and customers were treated, and all the considerations that were put into place for their safety and well-being.

### **Adjourn**

Chair Mullen adjourned the meeting at 7:14 p.m.

Respectfully Submitted,  
Tony Mullen, Chair  
Human Resources Committee

Proposed Resolution  
Collective Bargaining Agreement between the Lansing Board of Water & Light  
And the International Brotherhood of Electrical Workers, AFL-CIO, Local 352

WHEREAS, on June 1, 2021 the Board of Water & Light and IBEW Local 352 entered into a Tentative Agreement to extend the Collective Bargaining Agreement for four years effective November 1, 2021 through October 31, 2025; and

WHEREAS, the terms and conditions of the Tentative Agreement are in accordance with the direction and authority that was delegated by the General Manger; and

WHEREAS, the Tentative Agreement was submitted by the IBEW Local 352 negotiating team to the IBEW membership for its approval and was ratified on June 22, 2021.

RESOLVED, that the Board of Commissioners approve the “BWL/IBEW Tentative Agreement” dated and signed June 1, 2021.

***The Official Finalized Contract Agreement is on file in the Office of the Corporate Secretary and the Board of Water and Light’s Human Resources Intranet Site.***