

COMPENSATION COMMITTEE REPORT  
MEETING OF  
FRIDAY, JANUARY 11, 2019, AT 1:30 PM

A regular meeting of the Compensation Committee was convened by Chair Mary Neff, at 1:30 PM, in the Board Room at the Gateway complex.

Call to Order

Present, in addition to the Chair, were Committee members Les Birdsall, Carl Brown and Steve Roath. Also in attendance were Tim O'Keefe, CEO of GRF; and Judith Perkins, Sr. Manager Human Resources.

Attendance

The report of the Committee's meeting held on December 13, 2018 was reviewed and approved by the Committee as presented.

Report of  
December 13,  
2018 Approver

Board of Directors President Bob Kelso and Director Geri Pyle were present. No comments were offered at the Residents' Forum.

Residents'  
Forum

The Committee discussed potential goals for their work in 2019. The following goals were accepted:

Old Business:  
a) 2018-2019  
Compensation  
Committee  
Goals

1. Develop a set of "look back" reports and tools to assess past year's salary program and administration;
2. Decide what the base wage increase will be for 2020 (recommendation to the Board);
3. Determine if a pool over and above the base wage adjustment should be part of the 2020 compensation program (recommendation to the Board);
4. Document the Committee's key learnings for use by future Compensation Committees;
5. Attempt the development of a Rossmoor-specific labor profile to track GRF wages against the external labor market.

Perkins presented a chart of potential meeting dates and topics for the Committee's consideration. With minor edits, the dates and topics were approved. Subsequent to the meeting, it was determined that meeting on the 3<sup>rd</sup> Thursday of the month did not provide adequate time to prepare materials for the Board of Directors' meetings. Therefore, the calendar will be revised and redistributed to Committee members for review.

b) 2019  
Meeting Dates  
and Topics

The following list represents the requested Look Back reports, to be reviewed at the March meeting:

New Business  
a) Define "Look  
Back" Report  
List

1. 2019 Evaluation Ratings;
2. Over & Under Report (number of positions above cap, below floor, rolling 3-year review);
3. Bell Curve Chart/Tony's Chart (compares wages to market);
4. Rating Distribution (Carl Brown to develop Excel template for staff usage);

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5. Budget Comparison (3-5-year look of actual wages paid for non-union trust employees; Rick Chakoff to develop);
6. Market Adjustment Pool Usage (dollars utilized);
7. Wage Adjustment vs Lum Sum Distribution (include reasons for lump sums);
8. Turn Over (voluntary/involuntary; union/non-union; retirement/resignation);
9. Retirement Risk (number retirement-eligible employees; union/non-union; timing).

The next meeting of the Compensation Committee will be at 1:00 p.m. on Thursday, Next Meeting  
February 21, in the Board Room at the Gateway Administration Building.

The meeting was adjourned at 2:45 pm.

Adjournment

  
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Mary Neff, Chair  
Compensation Committee

JP/m