



**PERSONNEL, LEGISLATIVE AND PUBLIC AFFAIRS
SUBCOMMITTEE MEETING
December 7, 2010
6:30 p.m.
AGENDA**

Personnel, Legislative and Public Affairs Subcommittee:

Dave Klug, Chairperson
Tim Fowler, Vice Chairperson
Fred Conley
Gus Erickson
Scott Japp

Alternate Members: Dorothy Lanphier
Jim Thompson

Staff Liaison: Emmett Egr

1. Meeting Called to Order –Chairperson Klug
2. Notification of Open Meetings Act Posting and Announcement of Meeting Procedure – Chairperson Klug
3. Quorum Call
4. Adoption of Agenda
5. Proof of Publication of Meeting Notice
6. Review and Recommendation on Amendments to P-MRNRD Pay Program Administration Manual for Calendar Year 2011 – John Winkler and Paula Peacher, Silverstone Group
7. Review and Recommendation on NRD Flexible Spending Plan – Amendment #1 – Pat Teer
8. Adjourn

MEMORANDUM

TO: Personnel, Legislative and Public Affairs Subcommittee

SUBJECT: Recommendations to P-MRNRD Pay Program for CY 2011

DATE: December 1, 2010

FROM: John Winkler, General Manager

At the February 12, 2009 Board of Directors meeting, the P-MRNRD Pay Program was approved. The plan was prepared by the Silverstone Group. It was determined that adjustments in future years would be based on the Silverstone Group Compensation Planning Bulletin and brought to the PLPA Subcommittee for review and recommendations to the Board for final approval and implementation. A variety of compensation survey sources, including national, regional and local survey sources, are used to provide compensation planning information.

After meeting with Silverstone Group representatives and reviewing the compensation information projections, the following recommendations are suggested for the P-MRNRD Pay Program for CY 2011:

- The Compensation Structure (salary ranges) will not be adjusted for 2011, however will be reviewed again next year to determine the need for any possible adjustments (page 4).
- The CY 2011 Merit Matrix will remain the same as 2010 (page 14).
- The CY 2011 will remain at 1.5%, the same as 2010 COLA (page 16).

Management recommends that the following adjustments to the P-MRNRD Pay Program for CY 2011 be adopted:

- **The Compensation Structure (salary ranges) will not be adjusted for 2011, however will be reviewed again next year to determine the need for any possible adjustments.**
- **The CY 2011 Merit Matrix will remain the same as 2010.**
- **The CY 2011 will remain at 1.5%, the same as 2010 COLA.**

MEMORANDUM

TO: Personnel, Legislative and Public Affairs Subcommittee

SUBJECT: Amendment to NARD Flex Spending Plan

DATE: December 1, 2010

FROM: Pat Teer, Administrative Coordinator

At the November 8, 2010 the NARD Board of Directors approved Amendment No. 1 to the NARD Flexible Spending Plan. The amendment puts the plan in compliance with federal law and provides for the following:

1. The first is that an over the counter item that is considered a drug or medicine will require a prescription written by a doctor in order to be reimbursed from the flexible spending account.
2. The second change is a change in dependent's age. A dependent will include any child of a Participant who as of the end of the taxable year has not attained age 27.

Attached is the Participation Agreement that the NARD office has asked each NRD participating in the Flex Savings Plan to approve.

- **Management recommends that the Board approve Amendment #1 to the NARD Flexible Benefits Plan.**