

**YUMA COUNTY WORKFORCE DEVELOPMENT BOARD -
FINANCE AND PERSONNEL COMMITTEE**

Yuma Private Industry Council, Administration Building
3834 W. 16th Street, Yuma, AZ 85364

Meeting Link:

<https://us06web.zoom.us/j/81212134066?pwd=cAr5orGkWRzTYleXbrHnty3YPTAgQQ.1>

Meeting ID: 812 1213 4066, Passcode: 416479

Phone: +1 346 248 7799 US

April 4, 2024

4:00 p.m.

MINUTES

I. CALL MEETING TO ORDER

Samuel G. Loveless called the meeting to order at 4:07 p.m.

II. PLEDGE OF ALLEGIANCE

Patrick Goetz led the Pledge of Allegiance.

III. ROLL CALL

The roll was called, and those present and absent were:

Members Present (Virtually)	Members Absent
1. Samuel G. Loveless	1. Daniel P. Corr
2. Maria Chavoya	2. Laura Wisniewski (Excused)
3. Antonio Zuniga	
4. Steve Barba	
5. Nidia Herrera	
6. Patrick Goetz	
7. Adriana McBride	

Thereby a quorum was established.

Staff Present (Virtually)

Sheila Murphy, LLC

Beatriz Aguilar, Clerk of the Board

IV. DISCUSSION AND/OR ACTION ITEMS

1. 2024 Compensation Study Salary Ranges

Adriana McBride presented the Compensation Study RFP process and project completion timeline. The compensation study includes administration building and Charter High School staff. A compensation study was recently completed for the Youth Department, therefore they were excluded from this compensation study. Adriana McBride commented, if the committee agrees to move forward with the compensation study, the committee will make a recommendation to the full Board for approval at the May 8th Board meeting.

Sheila Murphy presented the following information,

- Reviewed each area and departments with current compensation range and recommended compensation range
- Looked at the structure and the way to position a recommended compensation range
- Provide what is needed for an updated contemporary comparative analysis of the positions that YPIC has with position of similar characteristics in the marketplace, workforce development and preferably as close to Yuma County
- A fair range that has enough flexibility to make adjustments for a given position incumbent
- Raise the compensation for a given person as appropriate based on his or her performance
- In some areas no recommended change was made at all, in other areas it looked too wide or too narrow
- Meant to be flexible and appropriate to the position
- The report includes details regarding the positions within each department

Samuel G. Loveless thanked Sheila Murphy for completing the compensation study and providing an accurate range to have some basis to consider wage increases or adjustments if appropriate.

Adriana McBride stated about seven staff members will need a minor adjustment if the full Board approves it.

Samuel G. Loveless asked if this is just a range so it give the parameters in which to consider wage increases as annual reviews come due. Adriana McBride and Sheila Murphy replied yes.

A brief conversation took place regarding the math teacher's range.

Maria Chavoya had no questions and commented it is good to have the document as a guide.

Adriana McBride stated YPIC normally has a compensation study done every five to six years if the budget permits.

Sheila Murphy commented that one of the things that she admires from YPIC is that it's been current, up to date and competitive which allows the organization to keep strong performers and adjust compensation accordingly.

Samuel G. Loveless asked for a motion to accept the recommendations given by Sheila Murphy and to present it to the full Board for official approval. Maria Chavoya made the motion; seconded by Antonio Zuniga

V. GOOD OF THE ORDER

There were no comments for the Good of the Order.

VI. ADJOURNMENT

Samuel G. Loveless made a motion to adjourn the meeting; Seconded by Maria Chavoya.

The meeting adjourned at 4:24 p.m.

Respectfully submitted by Beatriz Aguilar, Clerk of the Board.