

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Special Meeting
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
Thursday, December 18, 2008
10:30 a.m.**

Following public notice, a special meeting of the Otter Tail County Commission was held in Fergus Falls, MN on December 18, 2008. The purpose of the meeting was to discuss the County's new classification/compensation plan with Rod Kelsey and Kasey Christopherson from the Riley, Dettmann & Kelsey Consulting Firm.

Call to Order:

Chairman Nelson called the Special Meeting to order at 10:32 a.m. with Commissioners Syd Nelson, Chair; Everett Erickson, Vice-Chair; Roger Froemming, and Dennis Mosher present. Commissioner Bob Block was absent.

Discussion:

Senior Consultant, Kasey Christopherson, stated that the purpose of the discussion today would be essentially, a progress report regarding the new classification process. The consultants have met with all Department Heads, have assigned points and created a hierarchy of the jobs in Otter Tail County, and collected data on as many jobs as possible from the peer counties.

One area the consultants will continue to work on is the appropriate number of grades for the County's positions. One area of focus has been to reduce the number of grades currently being used. The consultants will continue modeling different scenarios in this regard.

Principal Consultant, Rod Kelsey, thanked the Board for the opportunity to work with a Personnel/Steering Committee. The Committee has assisted the consultants in a broad prospective. He discussed five job evaluation factors dictated by the Minnesota Local Government Pay Equity Act, which requires public sector employers to adopt a pay methodology. Mr. Kelsey stated that additional data should be collected from the peer counties. This survey data is integrated into the job evaluation process to produce the non-union pay matrix. Pros and cons of longevity pay were discussed.

Mr. Kelsey stated that continuing data research and modeling will take place through the month of January, 2009. Once the Board of Commissioners accepts the process, then employee meetings will be scheduled. Guidance will be provided in terms of a non-union matrix and placement.

Adjournment:

At 11:32 a.m., Chairman Nelson thanked the consultants for their work and declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, December 23, 2008.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Syd Nelson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk