

CALL TO ORDER

Mayor Braddy called the Legislative and Organizational Policy Committee meeting to order at 5:34PM.

ROLL CALL

Members: Mayor Braddy, Commissioner Chase
Guests: Commissioner Goston, General Manager for Utilities Ed Bielarski
Office of Equal Opportunity Director Torey Alston
Affirmative Action Manager Gwendolyn Saffo

ADOPTION OF THE AGENDA

Adopted

APPROVAL OF MINUTES

[150678.](#) Legislative and Organizational Policy Committee Meeting Minutes from November 4, 2015 (B)

Attachments: [150678_Minutes_11-4-15_Meeting_201601013.pdf](#)

RECOMMENDATION The Legislative and Organizational Policy Committee approve the minutes from the November 4, 2015 meeting as submitted.

Approved as Recommended

DISCUSSION OF PENDING REFERRALS

[140804.](#) Reemployment of Retirees (B)

A discussion regarding rehiring retirees and the parameters in which City retirees may be rehired.

Attachments: [140804A_COG_HR_Practices_Rehire_Retirees_20160113.pdf](#)
[140804B_Prival_Letter_Ruling_on_Re-employment_20160113.pdf](#)
[140804C_Marchman_letter_to_Jim_Linn_20160113.pdf](#)

Administrative Services Director Becky Rountree introduced Cheryl McBride, Human Resources Director, and Risk Management Director Steve Varvel. To protect the qualified status of our retirement plans, Human Resources has a practice in place regarding the rehiring of previous employees. Risk Management, who has oversight of the retirement plans, is notified whenever a previous employee or retiree has interest in being re-employed. Risk Management informs Human Resources whether the individual is eligible for rehire.

The IRS has established a safe harbour of age 62 or older for rehires. The City rehires a minimal number of retirees, who must go through the competitive hiring process. Charter officers previously discussed setting a timeline after retirement for rehiring individuals, but because there could be exigent circumstances, no timeline was set.

Committee members discussed concerns about whether hiring retirees prevents upward mobility. Members also discussed succession planning; identifying upcoming vacancies; and closing gaps. The City does not pre-select individuals for positions, however there should be individuals prepared to move up and compete for positions.

RECOMMENDATION The Legislative and Organizational Policy Committee: 1) Discuss reemployment of retirees; 2) Take any action deemed appropriate; and 3) Remove the item from the referral list.

Commissioner Chase made a Motion to refer this item to the City Commission on consent to remove this item from the Legislative and Organizational Policy Committee referral list.

150373.

Convert DROP Program to Florida Retirement Type System (B)

Attachments: [150373A_Florida Retirement System Pension Plan_20160113.pdf](#)
[150373B_Florida Deferred Retirement Option Program_20160113.pdf](#)

Administrative Services Director Becky Rountree introduced this agenda item. Risk Management Director Steve Varvel explained that the DROP program was created to provide upward mobility opportunities; an incentive to stay employed with the City longer; increase diversity; and identify vacancies within the next five years to plan for succession.

Steve Varvel indicated that there are currently 132 people (6% of our workforce) in the DROP program. 57 of the individuals in DROP (including supervisory positions) are employed at GRU, with 40 of those individuals scheduled to retire during 2016 and 2017. For every position that will be vacated, there should be 2-3 internal applicants prepared to move up and/or compete with outside applicants.

Committee members discussed that the DROP vacancies are predictable. Managers have a responsibility to groom staff to be in a position of success by the end of the 5-year DROP period; and a plan for recruiting should be in place with the Office of Equal Opportunity and HR.

RECOMMENDATION Legislative and Organizational Policy Committee members: 1) Discuss the City's DROP Program and the FRS DROP Program; 2) Take any action deemed appropriate; and 3) Remove from the committee referral list.

Mayor Braddy made a Motion to refer this item to the City Commission on consent to remove this item from the Legislative and Organizational Policy Committee referral list.

150104.

Review of Diversity Recruitment (B)

A review of diversity recruitment and placement of a Diversity Recruiter position under the Director of Equal Opportunity.